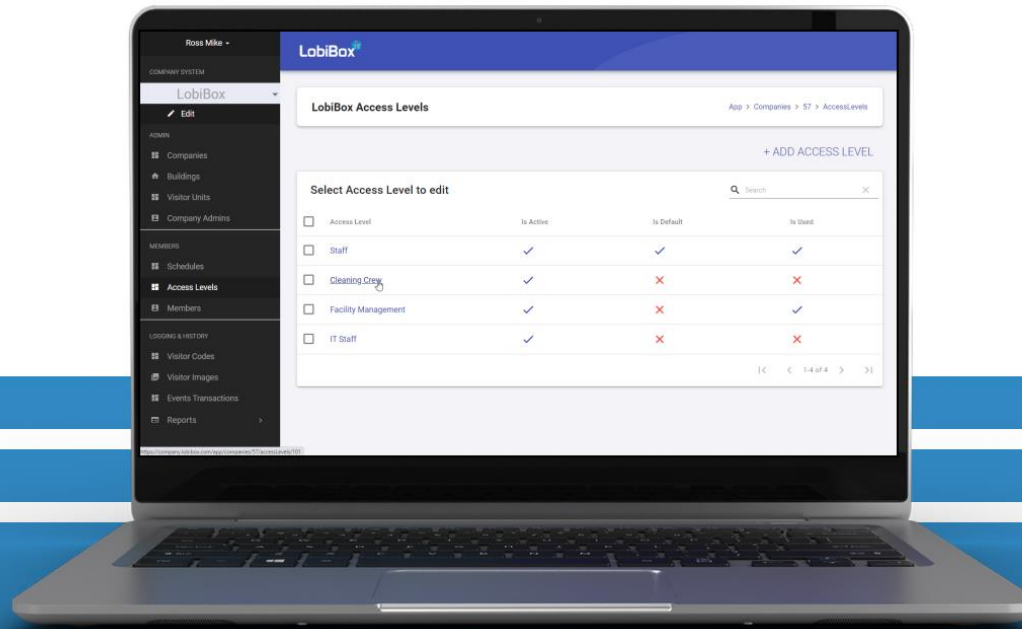


## Access Levels

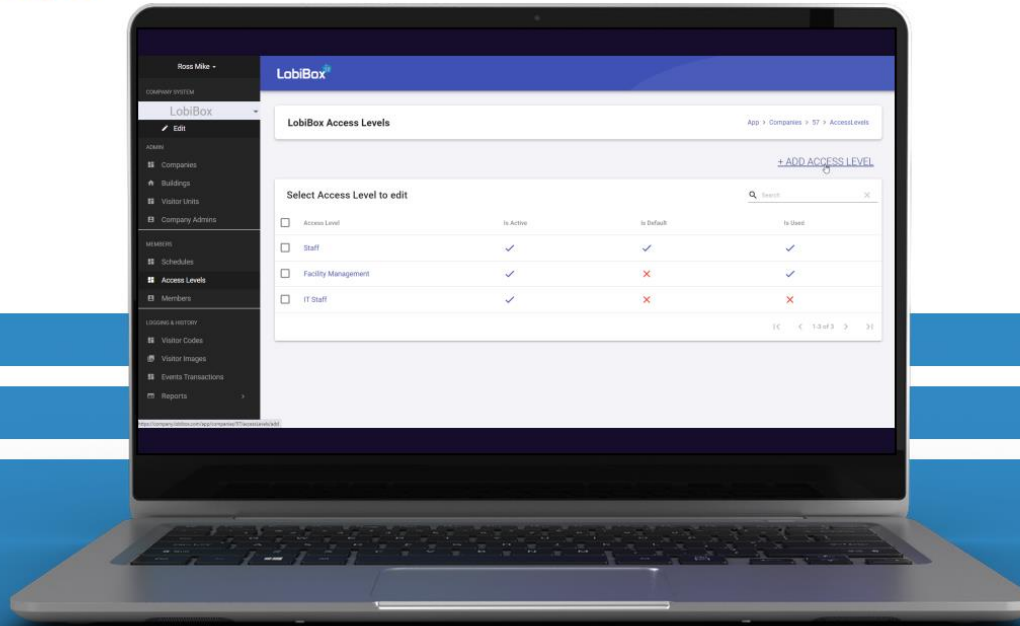


## Access Levels

### Adding an Access level

1

Click **Add Access Level**.



## Access Levels

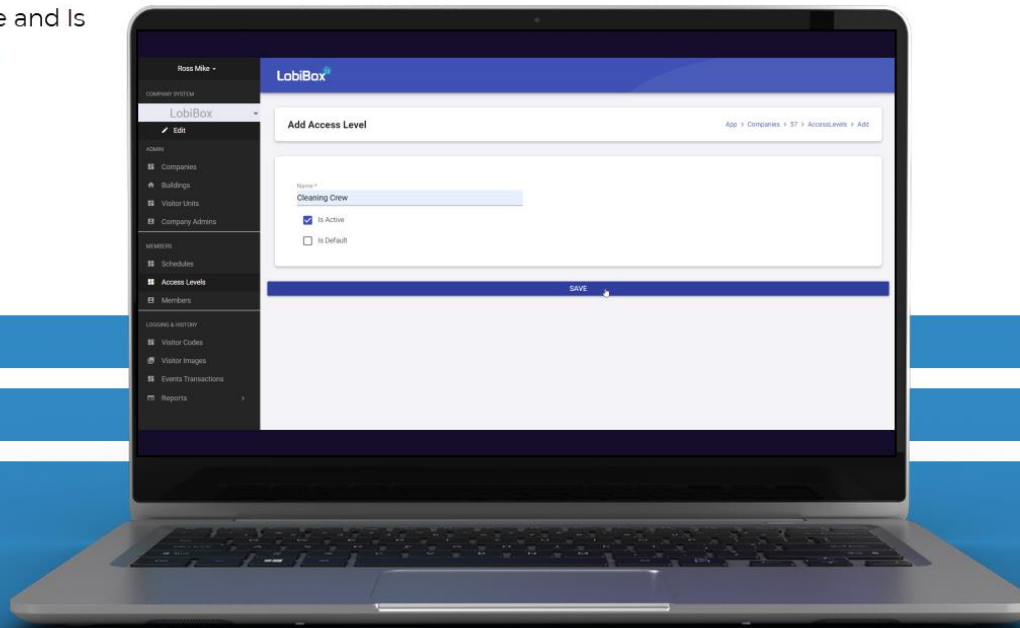
### Adding an Access Level

1

**Add Access Level:**  
Name, Is Active and Is Default.

2

Click **Save**.



## Access Levels

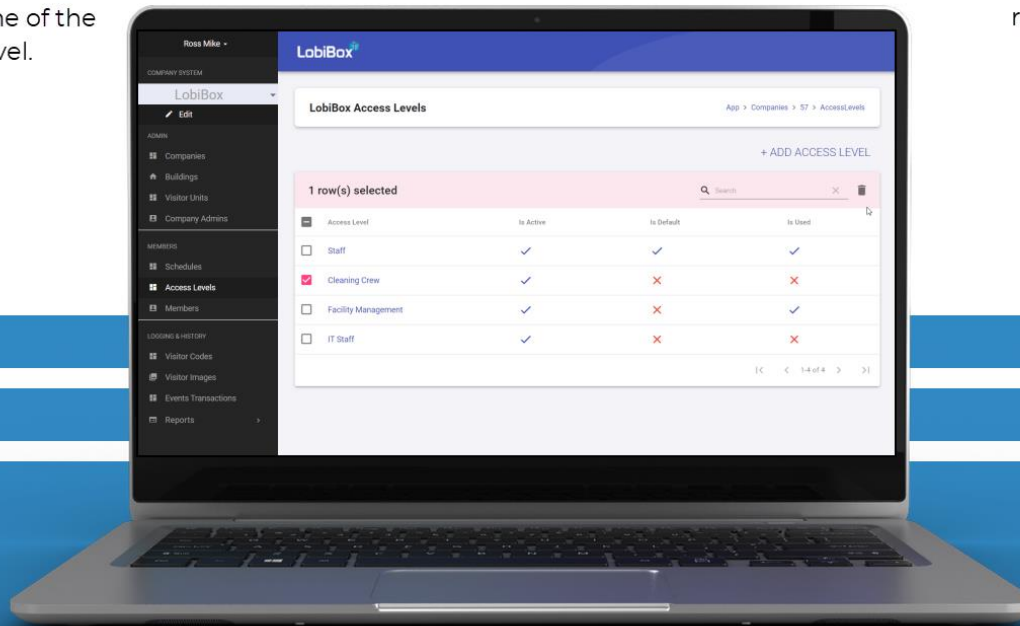
### Deleting an Access level

1

Select the checkbox next to the name of the Access Level.

2

Click **Remove** icon in right corner.

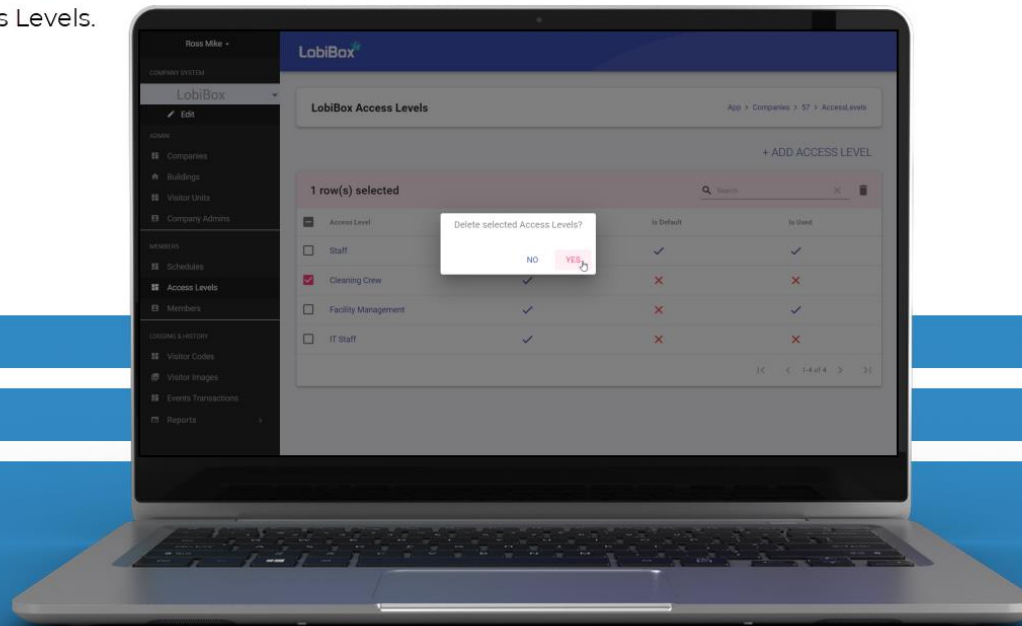


## Access Levels

### Deleting an Access Level

1

Click **Yes** to delete selected Access Levels.

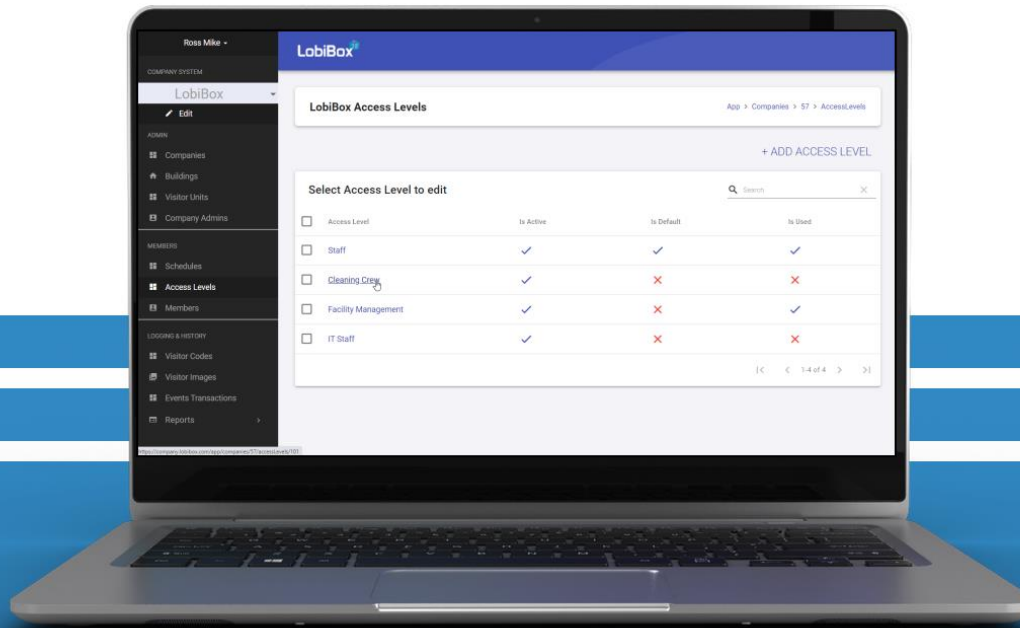


## Access Levels

### Editing an Access Level

1

Click **name** of Access Level.



## Access Levels

### Editing an Access level

1

**Edit Access Level:**  
Name, Is Active, Is Default and Permissions.

2

Permission section:  
**Add Visitor Unit:** Click + icon.  
**Delete Visitor Unit:** Click - icon.  
**Remove Permission:** Click **Remove** icon or select the permission checkbox.  
Click **Save**.

