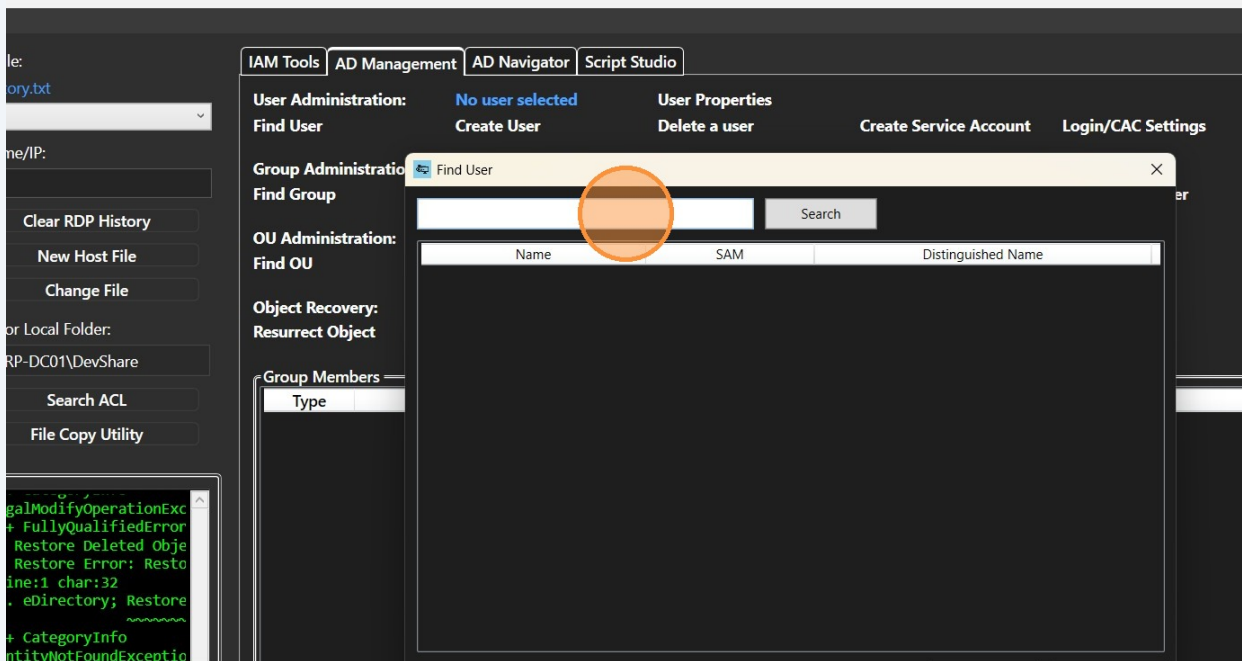


How to Navigate User Properties and the History Tab

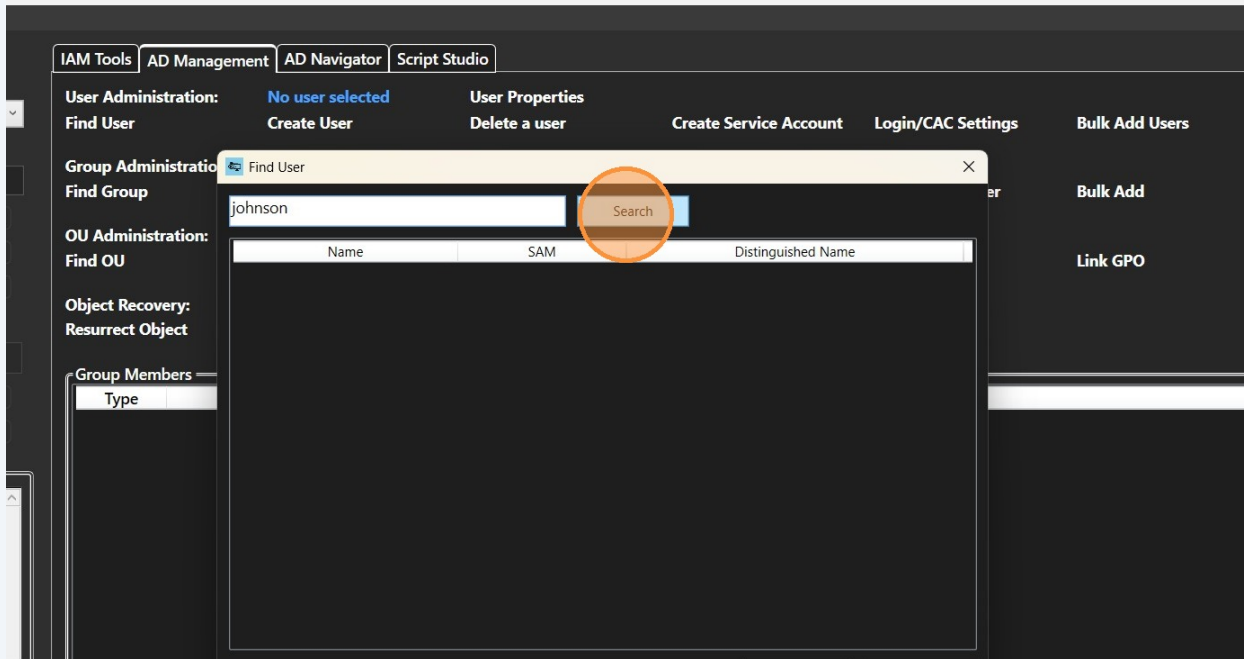
This guide provides a walkthrough for accessing and reviewing specific user account information within the system. Use these steps to efficiently locate a user and explore their profile, organization, and history settings.

User Selection

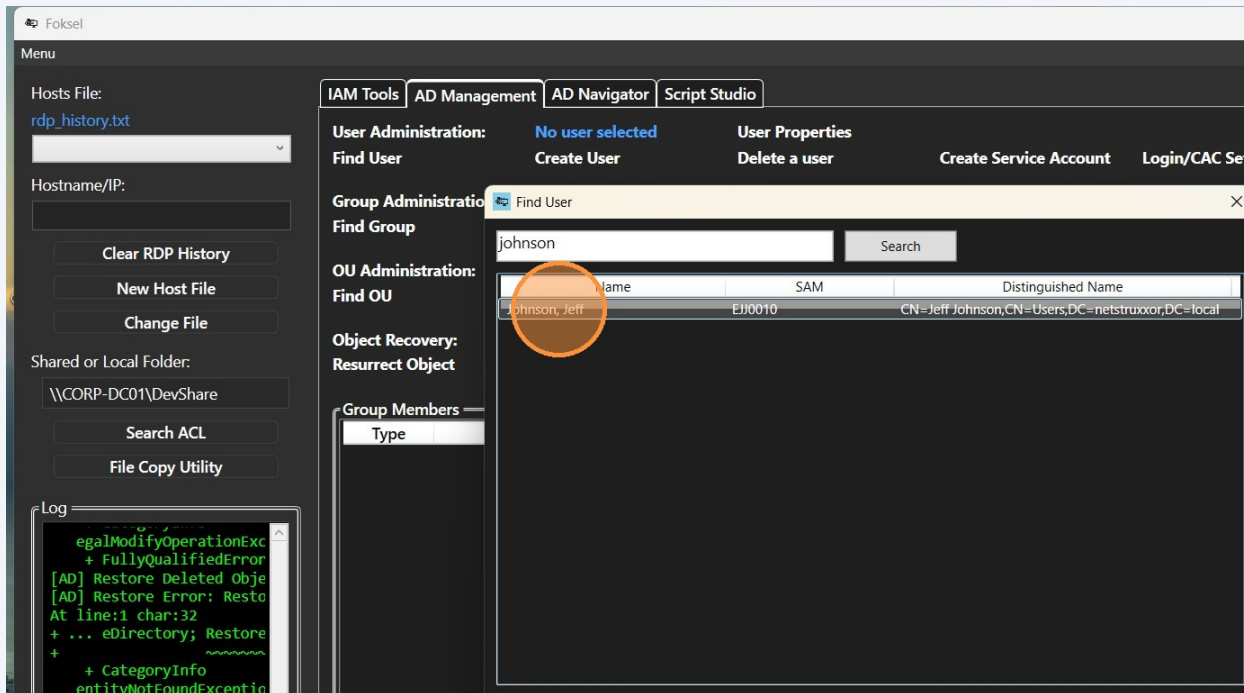
- 1 Click "Find User" to open the search dialog



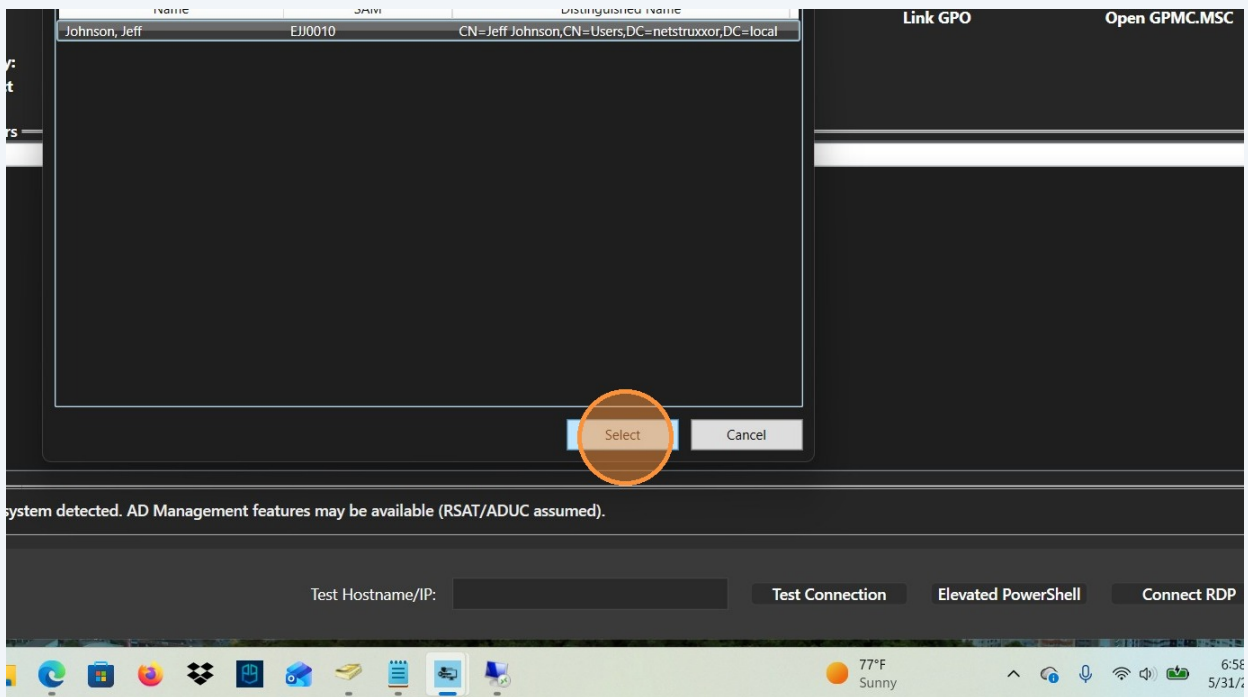
2 Provide the details and click "Search"



3 Click "correct result"

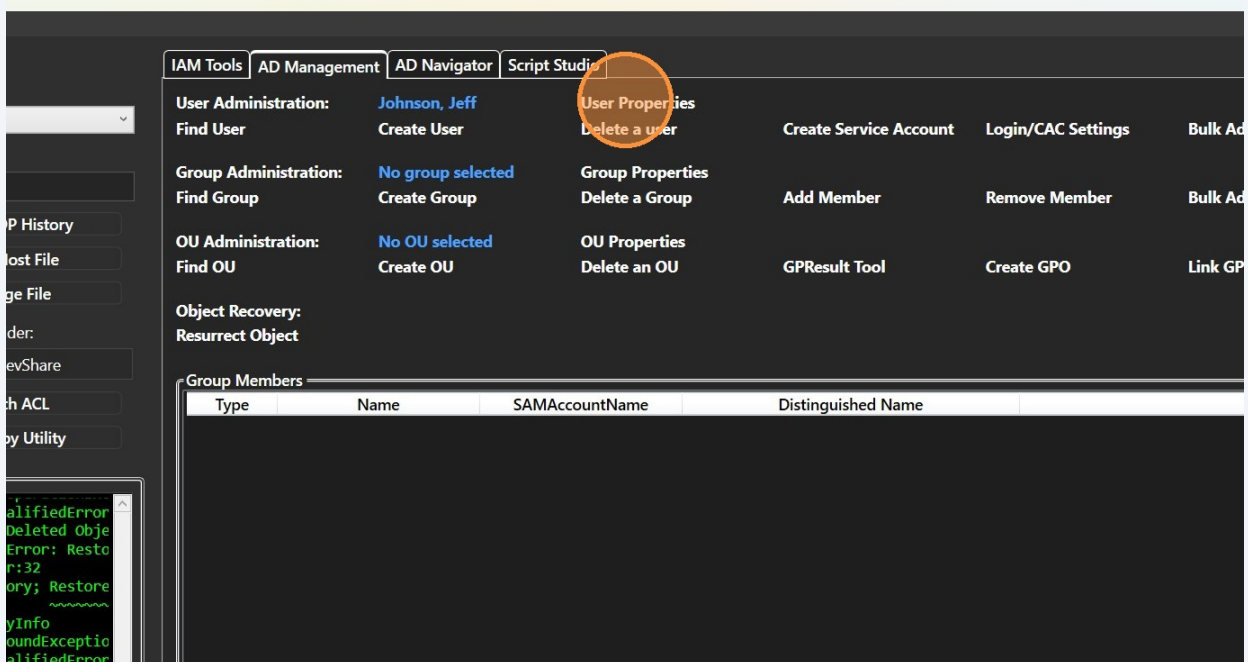


4 Click "Select"

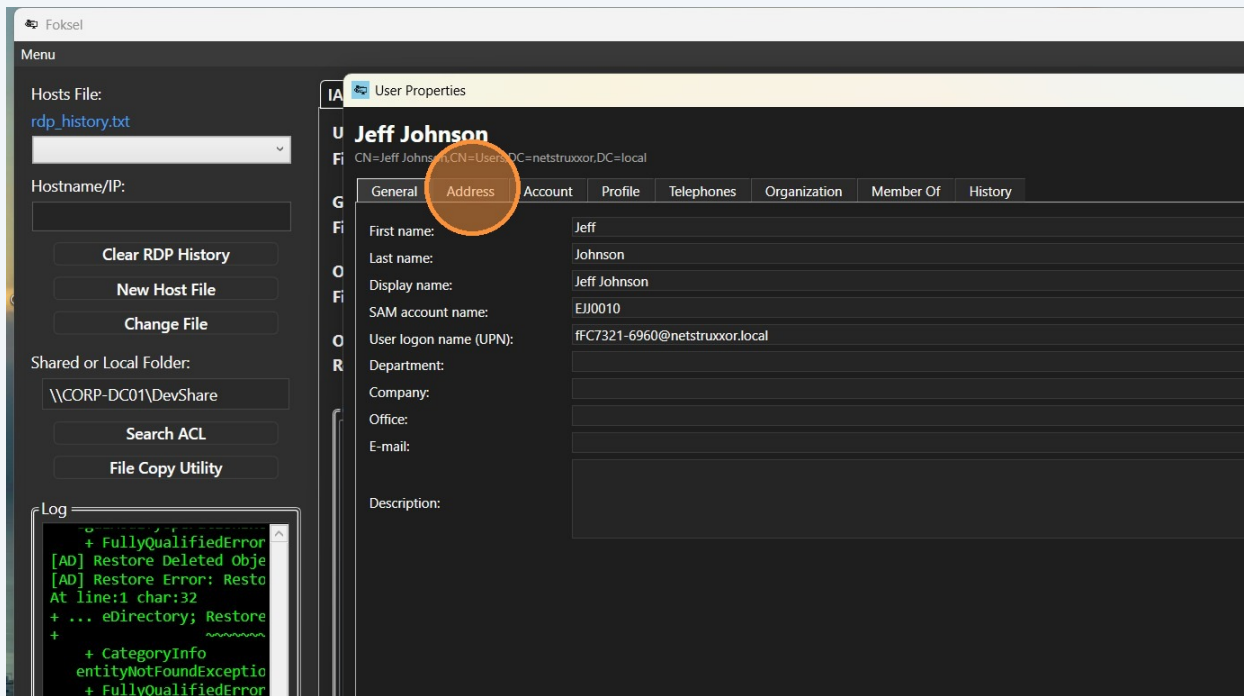


User Profile Review

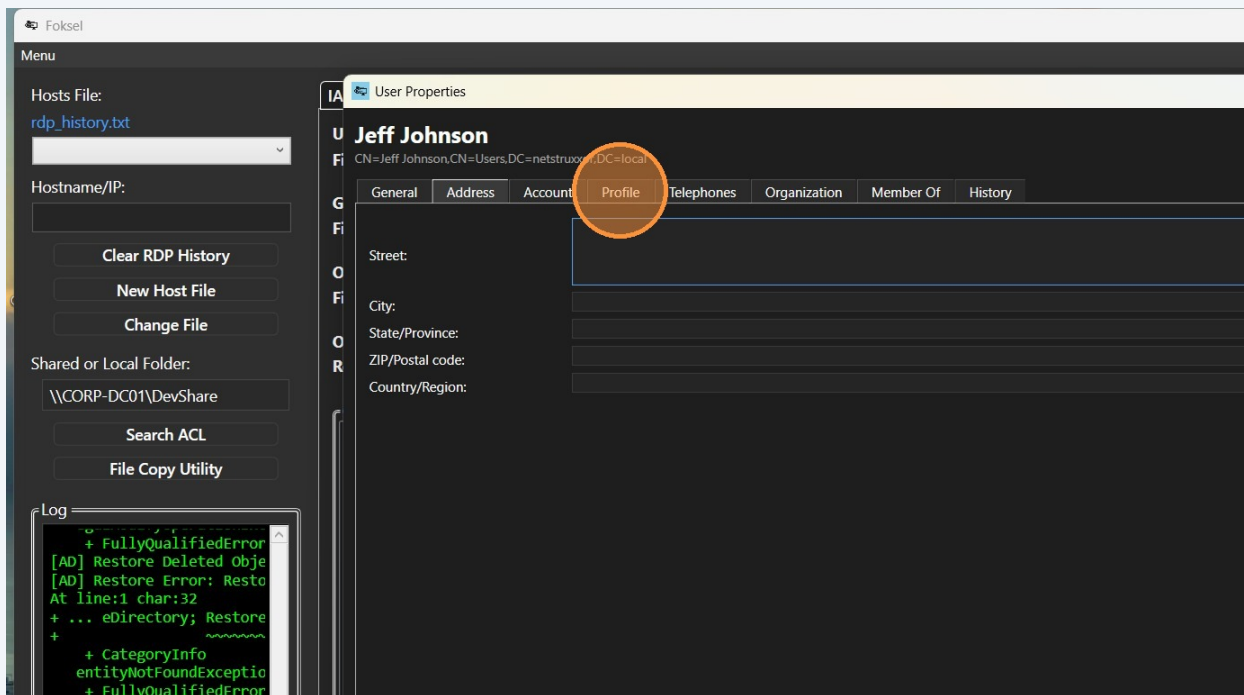
5 Click "User Properties" to view details for the selected user



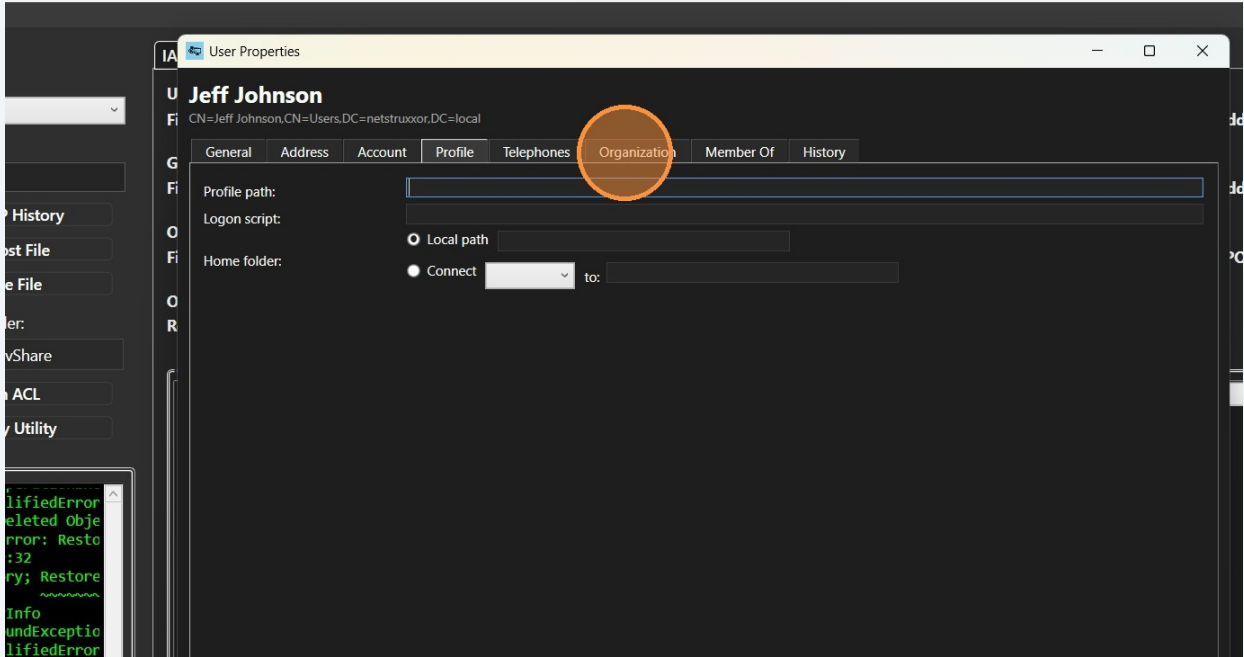
6 Explore the tabs as needed



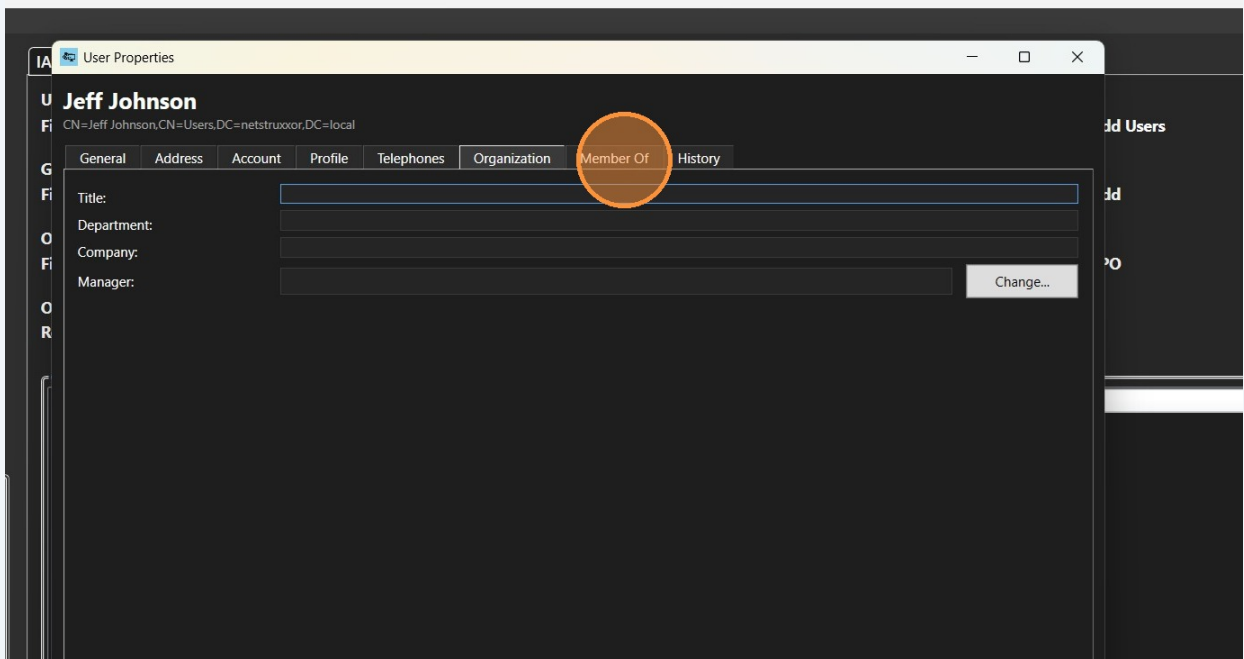
7



8

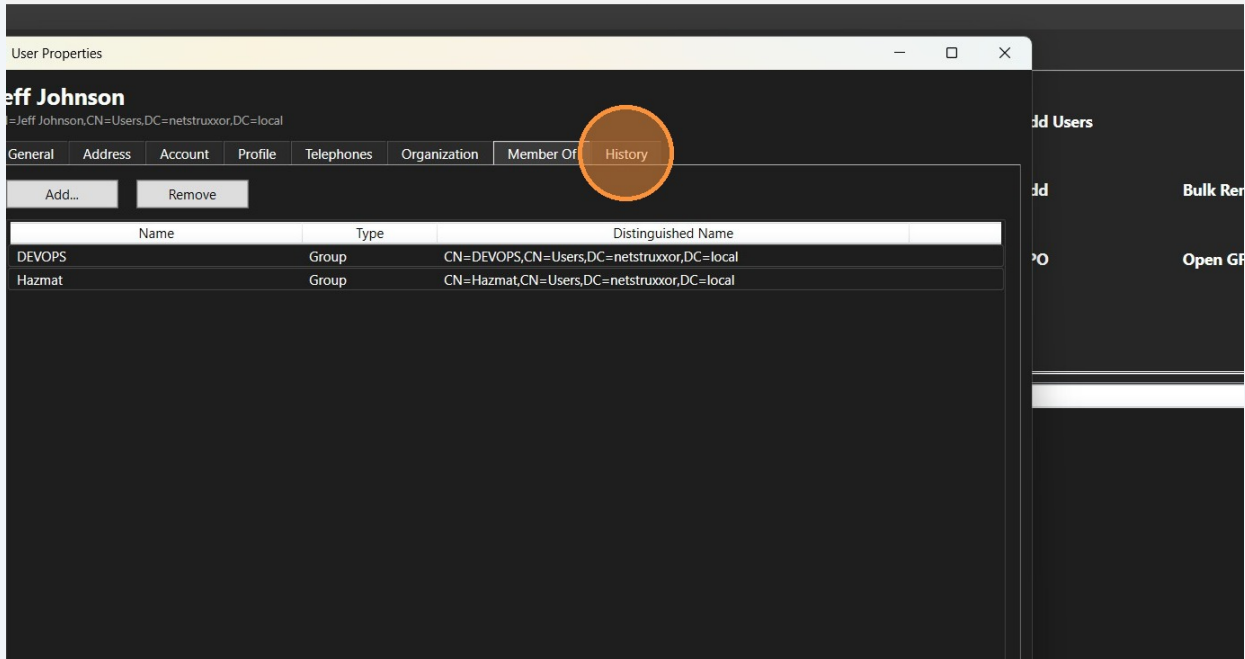


9



10

Click the "History" tab. The History Tab can be used to analyze your changes to User Properties Windows.



11

Click "Close" to exit the User Properties window

