

# Permission to Check which Users are Online

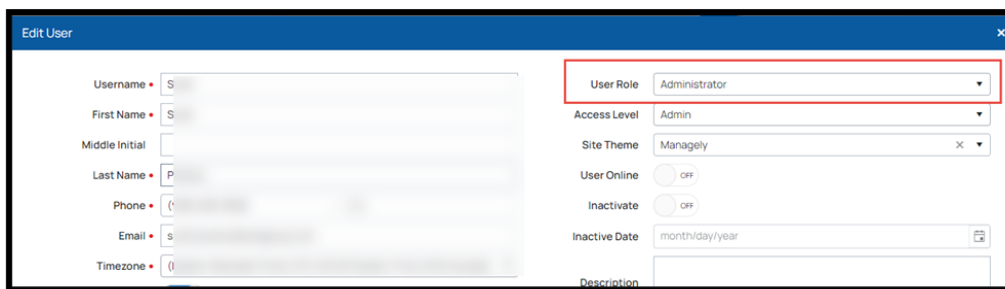
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Managely provides users with the necessary access (Administrators or User Administration permission) the ability to see if or who is currently logged into the software.

## What are the necessary permissions to see if a user is currently logged into Managely?

The necessary permission to be able to see if users are logged into Managely are:

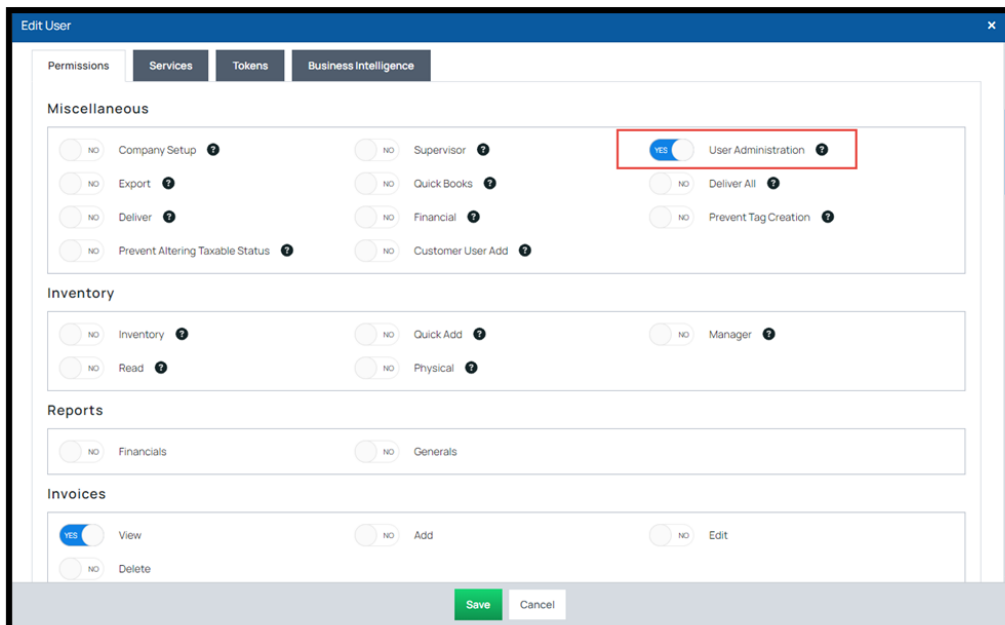
1. Administrator – This user role enables everything access related in Managely:



The screenshot shows the 'Edit User' form. On the right side, the 'User Role' dropdown menu is highlighted with a red box and is set to 'Administrator'. Other fields include Username, First Name, Middle Initial, Last Name, Phone, Email, Timezone, Access Level (Admin), Site Theme (Managely), User Online (OFF), Inactivate (OFF), Inactive Date, and Description.

**Note:** Administrator permission will not display any selectable permissions in the list, since the role comes with everything enabled.

2. For users that are not Administrators, the User Administration permission under Miscellaneous needs to be enabled:



The screenshot shows the 'Edit User' form with the 'Permissions' tab selected. Under the 'Miscellaneous' section, the 'User Administration' toggle switch is highlighted with a red box and is set to 'YES'. Other permissions include Company Setup, Export, Deliver, Prevent Altering Taxable Status, Supervisor, Quick Books, Financial, Customer User Add, Deliver All, and Prevent Tag Creation. The 'Inventory' section includes Inventory, Quick Add, Manager, and Read. The 'Reports' section includes Financials and Generals. The 'Invoices' section includes View, Add, Edit, and Delete. At the bottom, there are 'Save' and 'Cancel' buttons.

**Note:** This permission will allow the user to manage all users and user roles.