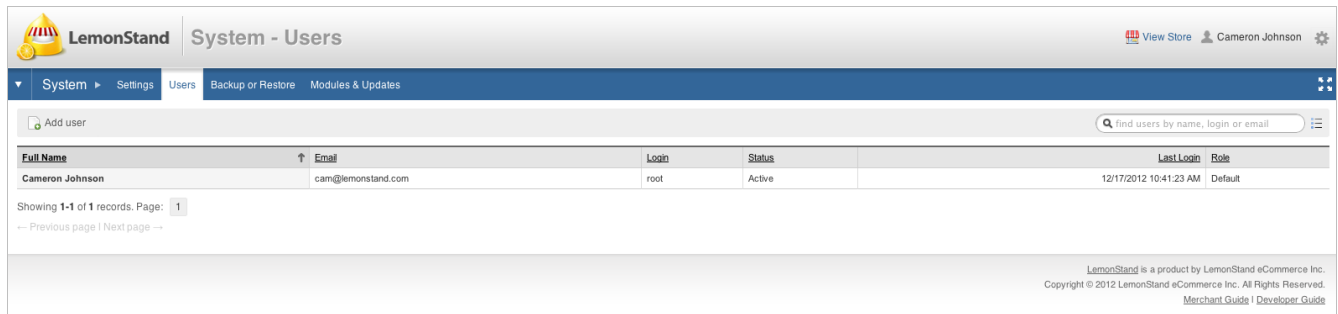


System Users



LemonStand System - Users View Store Cameron Johnson

System Settings **Users** Backup or Restore Modules & Updates

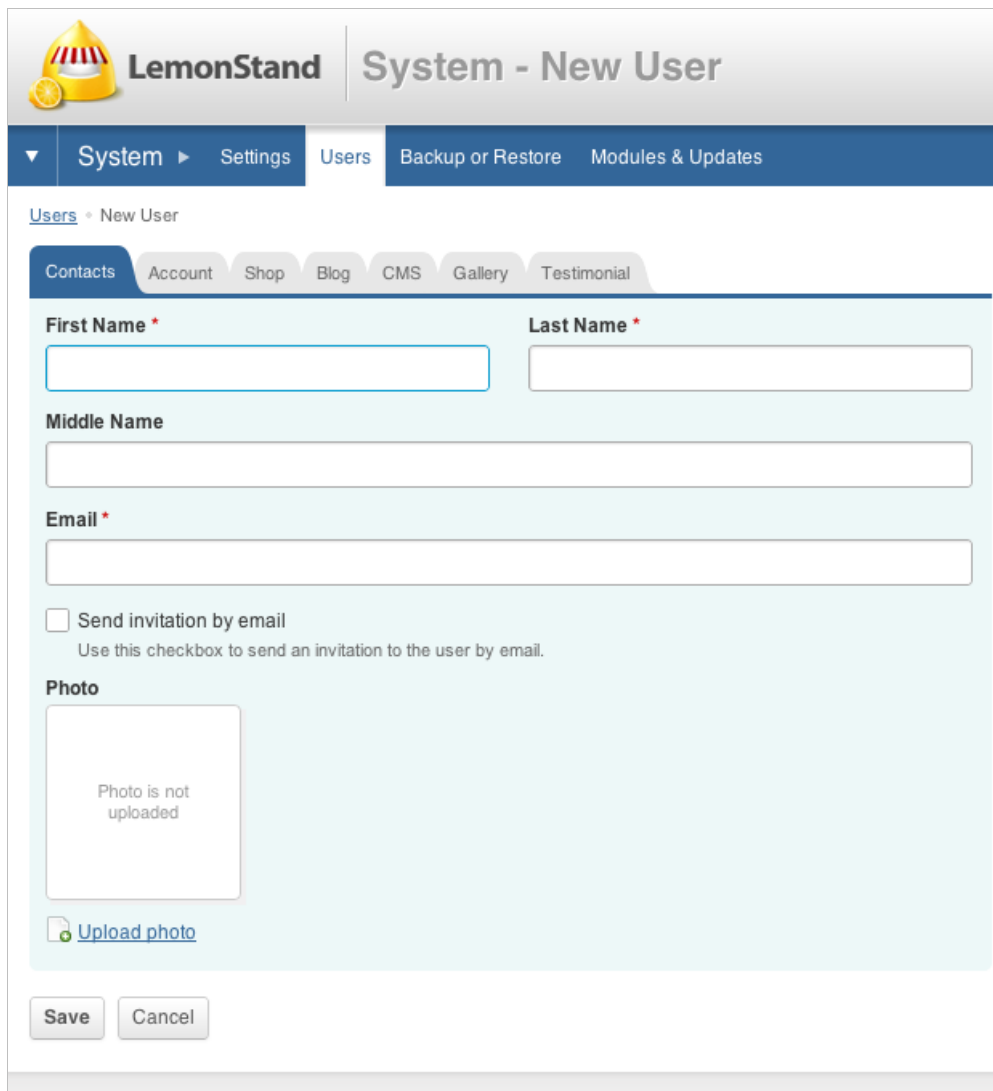
Add user

Full Name	Email	Login	Status	Last Login	Role
Cameron Johnson	cam@lemonstand.com	root	Active	12/17/2012 10:41:23 AM	Default

Showing 1-1 of 1 records. Page: 1
-- Previous page | Next page --

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[Merchant Guide](#) | [Developer Guide](#)

In the settings page under Users, you can add more users that will have access to the backend of your LemonStand store. You can setup specific user rights to control who has access to different parts of your store.



LemonStand System - New User

System Settings **Users** Backup or Restore Modules & Updates

Users • New User

Contacts Account Shop Blog CMS Gallery Testimonial

First Name *

Last Name *

Middle Name

Email *

Send invitation by email
Use this checkbox to send an invitation to the user by email.

Photo

Photo is not uploaded

[Upload photo](#)

The first tab, Contacts, allows you to set the user's first, last and middle name, Email address and photo.

You can even send an invitation to the user by email by clicking the checkbox.

The screenshot shows the 'System - New User' form in the LemonStand interface. The page has a header with the LemonStand logo and the title 'System - New User'. Below the header is a navigation bar with tabs for 'System', 'Settings', 'Users', 'Backup or Restore', and 'Modules & Updates'. The 'Users' tab is active. Underneath, there are sub-tabs for 'Contacts', 'Account', 'Shop', 'Blog', 'CMS', 'Gallery', and 'Testimonial', with 'Account' selected. The form itself is light blue and contains the following fields and options:

- Status:** A dropdown menu currently set to 'Active'.
- Login *:** A text input field for the user's login name.
- Password:** A text input field for the user's password.
- Password Confirmation:** A text input field for confirming the password.
- Rights:** A section with two checkboxes:
 - Administrator**: Administrators can manage user accounts, system settings and any other objects in the system.
 - Dashboard Access**: User has access to the dashboard.

At the bottom of the form are two buttons: 'Save' and 'Cancel'.

The Account tab allows you to set the user login and password as well as the user's rights. If you make the user Administrator then they will automatically have all users rights. If not then in the following tabs you can specify which user rights you wish to give them. If you ever need to deactivate an account, you can do it by changing the user's status from 'Active' to 'Disabled'.

The following allows you to set the users permissions for specific aspects of the backend of your LemonStand store if the user is not an admin.



Users > New User

Role *

User role determines how the user participates in the order route. You can setup the order route on the [Order Statuses and Transitions](#) page.

Default
Default general role.

User Rights

Please specify user permissions

Manage categories
Create, modify or delete categories and manage categories content.

Manage products and groups
Create, modify or delete products and product groups.

Manage shop configuration
Manage tax classes, shipping options and payment methods.

Access reports

Manage orders and customers
Access order list, create and edit orders and customers.

Export or import customers
Export or import the customer list from CSV files.

Manage discounts
Manage catalog-level and cart-level price rules.

Save Cancel

Shop Tab, where you can set the user's role and user rights.

The screenshot shows the LemonStand System - New User interface. The top navigation bar includes 'System', 'Settings', 'Users', 'Backup or Restore', and 'Modules & Updates'. The 'Users' tab is active, and the 'Blog' sub-tab is selected. The main content area contains several checkboxes with descriptions:

- Notify user about new blog comments**
Check this checkbox if you want this user to be notified about new blog post comments.
- Manage posts and categories**
Create or update blog posts and categories.
- Manage blog settings**
Manage commenting rules and notifications settings.
- Manage comments**
Create or delete blog post comments.

At the bottom of the form are 'Save' and 'Cancel' buttons.

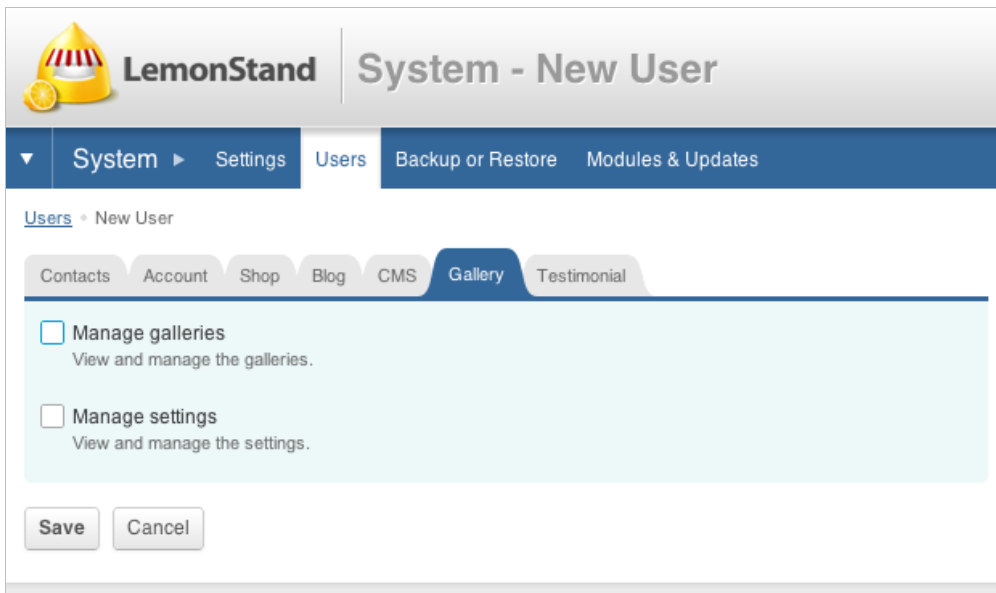
Next is the Blog tab, where you can allow the user to be notified about new blog comments, manage posts and categories, blog settings and comments.

The screenshot shows the LemonStand System - New User interface. The top navigation bar is the same as in the previous screenshot. The 'Users' tab is active, and the 'CMS' sub-tab is selected. The main content area contains several checkboxes with descriptions:

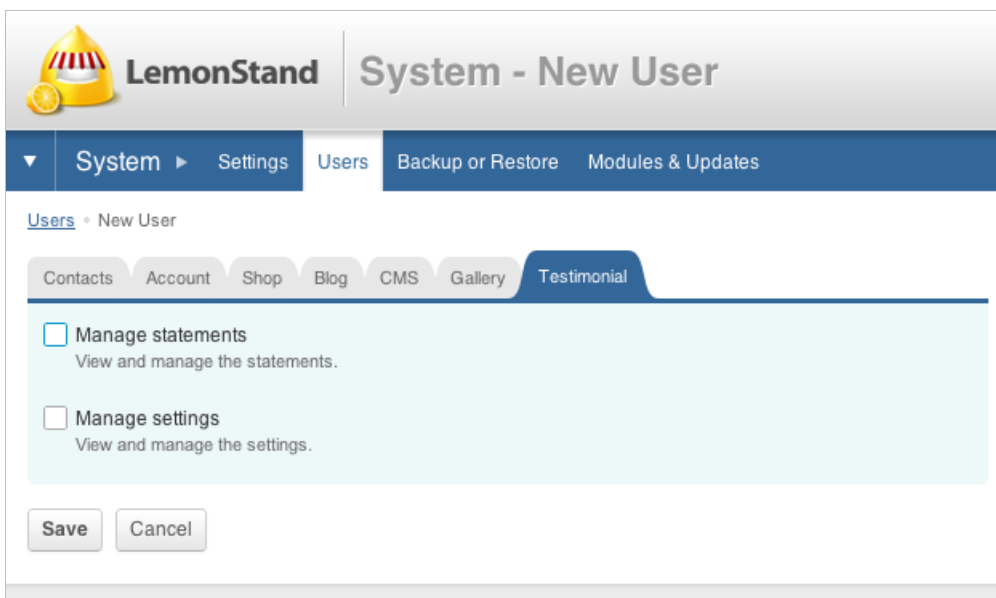
- Manage pages**
Create, modify or delete pages, partials, and templates.
- Manage pages content**
Edit static content of pages previously created by other users.
- Manage resources**
Create, modify or delete website resource files - CSS, JavaScript, Images, etc.
- Manage maintenance mode**
Enable or disable the Maintenance Mode from the CMS/Pages page.
- Manage global content blocks**
Edit existing global static content blocks.
- Manage static pages**
Create new and edit existing static pages.

At the bottom of the form are 'Save' and 'Cancel' buttons.

Next is the CMS tab where you can allow the user to manage the pages that make up the frontend of your site. For example this is where you could allow a developers access to the frontend but not to the Customers or Orders pages.



Next is the Gallery tab which is used to set permissions for the [Gallery Module](#)



And lastly we have the Testimonial tab which is used to set permissions for the [Testimonial Module](#)

The next tutorial will show you how to install modules and keep your store up to date with the latest LemonStand released and fixes.