



# Create a New User

## Creating a new user

Only the user logged on as the administrator can create the new users. The administrator must have the authorization to [configure the objects of User type](#).

To create a new user, use the following procedure:

1. Open the [selection window](#) in the process [D2000 CNF](#).
2. Select the type  **User** in the list of object types.
3. In the list of objects, select a user, who will be used as a template.
4. Click on  - **New object**.
5. Enter a name of the new user in the dialog box [new object](#).
6. Set user's parameters in the [configuration dialog box](#).

**Note:** Points 2 and 3 are optional. If new user is created according to already existing user (by copying), the log on password (even empty) must be entered to new user.



### Related pages:

[Users](#)