



YouTestMe

How to Use Integrated Help System

Table of Contents

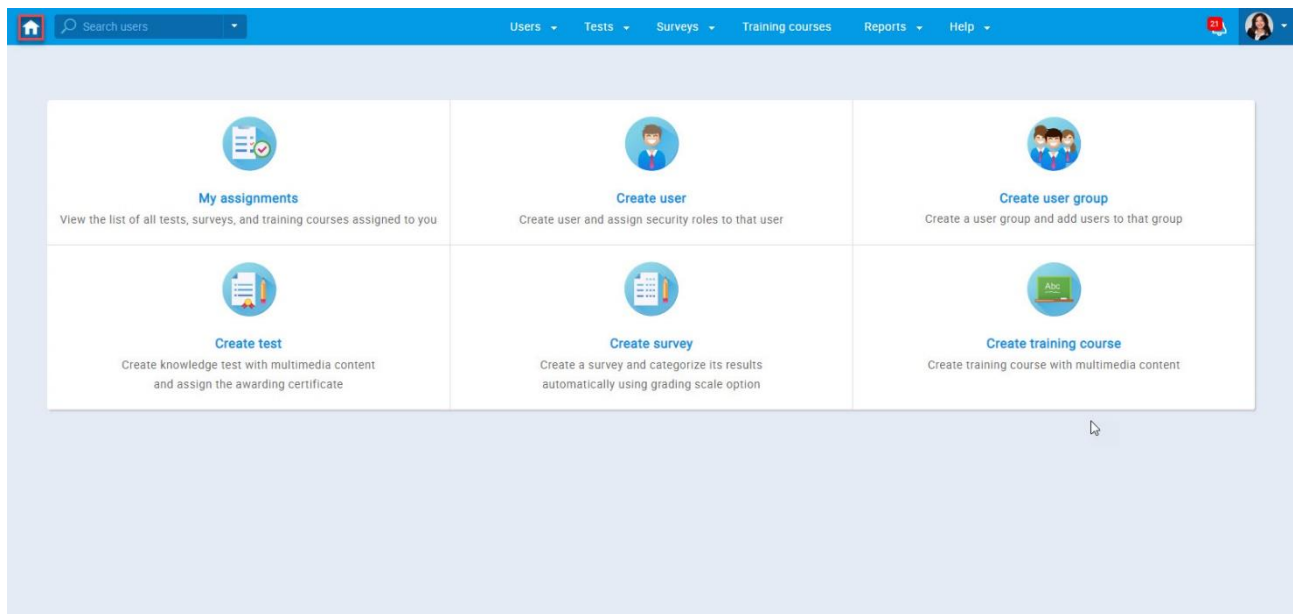
1	Introduction.....	3
2	Overview of the available and useful options	3

1 Introduction

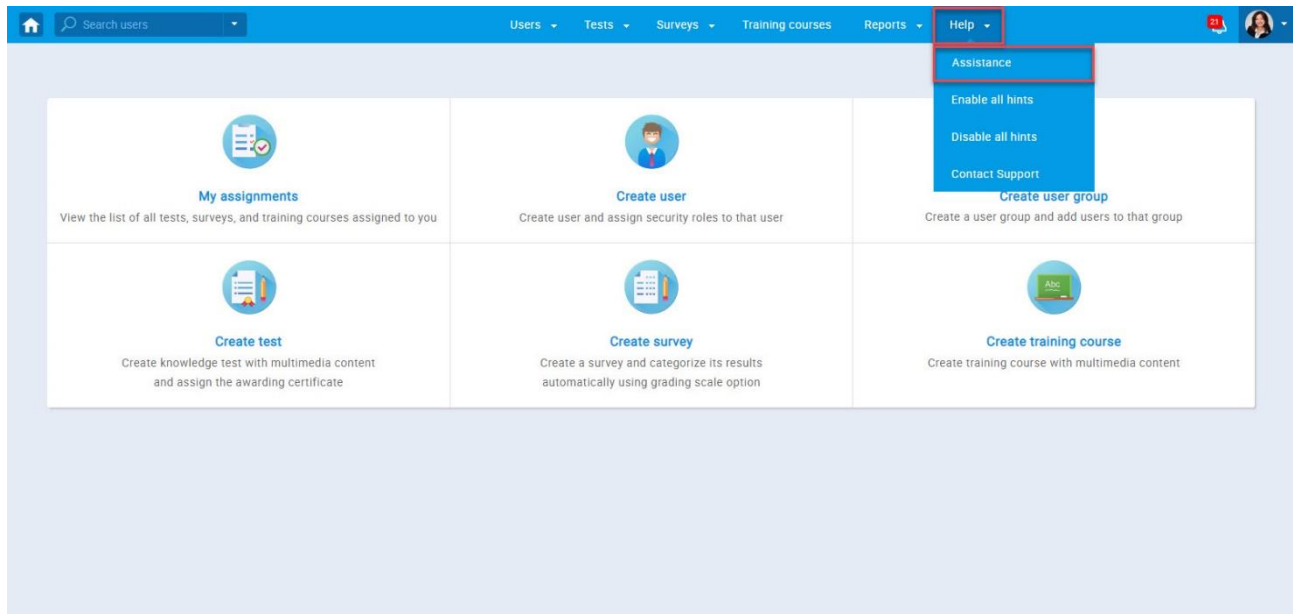
This document's purpose is to provide you guidelines for navigating within the integrated Help System for assistance in using the application.

2 Overview of the available and useful options

After registering, you will land on the application Home page. You can always go back to the Home page by selecting the "Home" option in the top left corner.



To use the Help System, Navigate to the "Help" option in the main menu, and choose "Assistance" to access the integrated Help System.



On each page of the application, there is a question mark icon. By clicking on this icon, you will be redirected to a specific feature in the Help System.

In the pictures below, you can see the "Manage users" page with the "List of all users" tab opened. After clicking on the question mark icon, you will be directed to the "List of all users" section in our Help System:

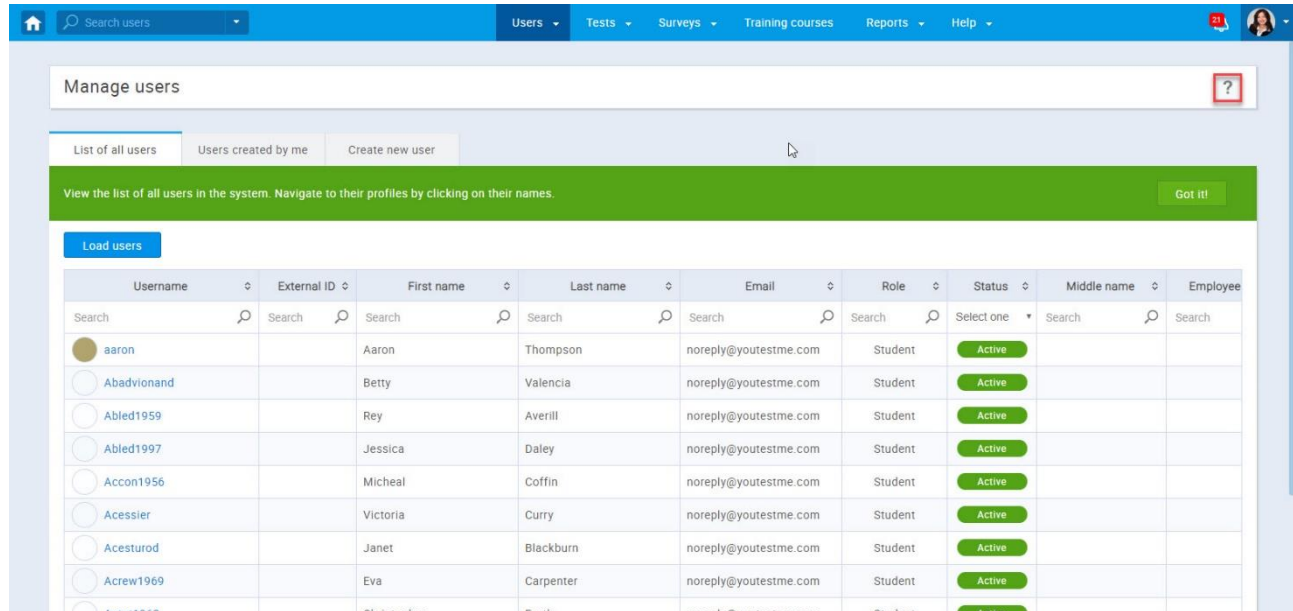


Table of Contents

- Signing in/Registration
- Quick Actions
- Assignments
- ▾ Users
 - ▾ Manage users
 1. Accessing the page
 2. List of all users
 3. Users created by me
 4. Registration requests
 5. Create new user
 - Manage groups
 - Roles and permissions
 - Subscribers
 - My profile
- Tests
- Surveys
- Training courses
- Reports
- System

2. List of all users

This table displays a list of all users in the system including the list of deleted users (use button "Show deleted users"). In the list of all users you can change their status to "Active", "Suspended", "Locked" or "Pending".

