How can I add additional users to my ATLAS 9000 program?

Adding individual users to the ATLAS 9000 is recommended for accurate record keeping. To add individual users to your program, follow the steps below:

**Step 1**
Start by logging into the ATLAS software as the Administrator. In the users’ menu the administrator account is not listed. Type in *admin*. By default, there is no password (*Figure 1*).

*Note:* It is strongly recommended that you create individual user accounts for each staff member who acquires or analyzes images. Each user should routinely log out to secure the instrument. This will help to prevent unauthorized access to data and functionality on your instrument. There is no limit to the number of users permitted.

**Step 2**
At the top of the screen, click *Options*, then click *Staff* (*Figure 2*).
Step 3
A new user window will appear (Figure 3). Complete the fields as necessary. It is recommended to provide each user with a unique, case-sensitive password and to select either Doctor or Operator as further identification of each user. Click Save when all necessary fields are complete.

Step 4
When you are finished adding the new user(s), log out by closing the window.

Step 5
To log in as a new user, click the Drop Down Arrow and select the user account you wish to access from the list provided (Figure 4).

Refer to the ATLAS 9000 user manual Instructions for Use for safe and effective operation of the instrument.