

OPERATIONS CENTER



ADD OPERATOR

Adding an Operator to an organization in Operations Center.

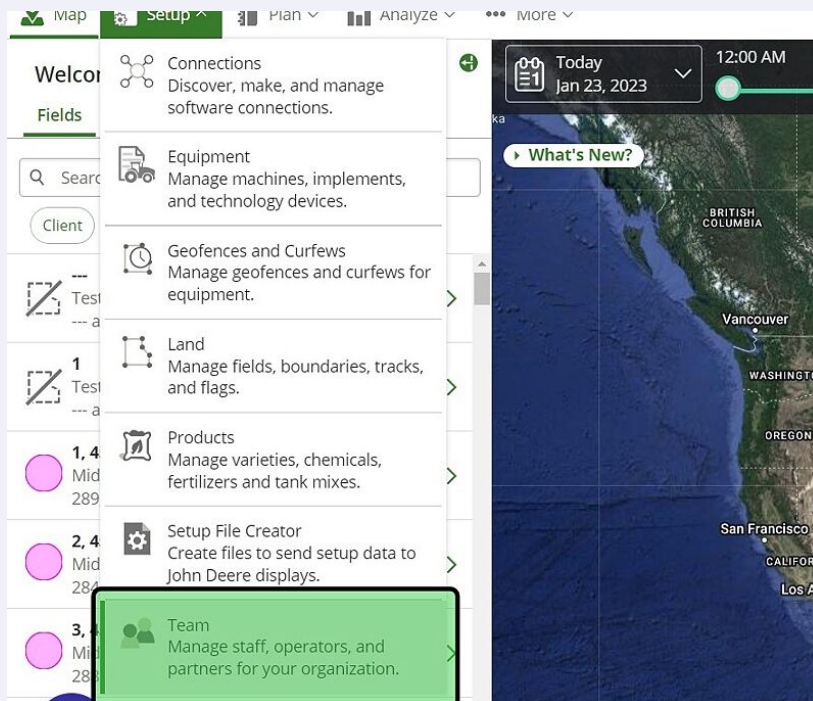


Operations Center - Add Operator

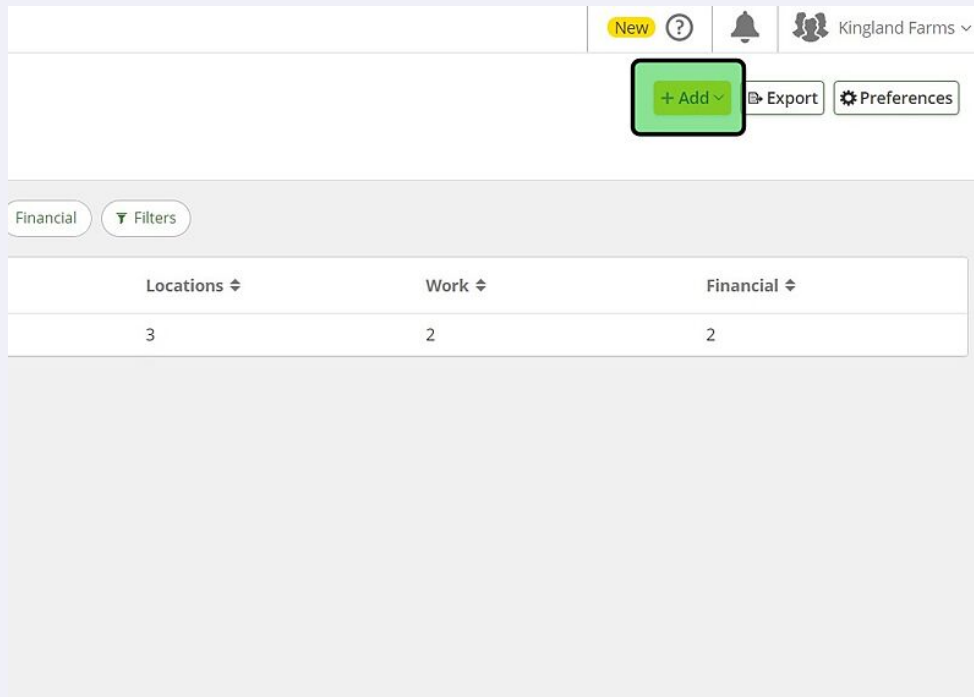
Adding an Operator to an organization in Operations Center

- 1 Open Operations Center and navigate to the organization where the user wants to add an operator

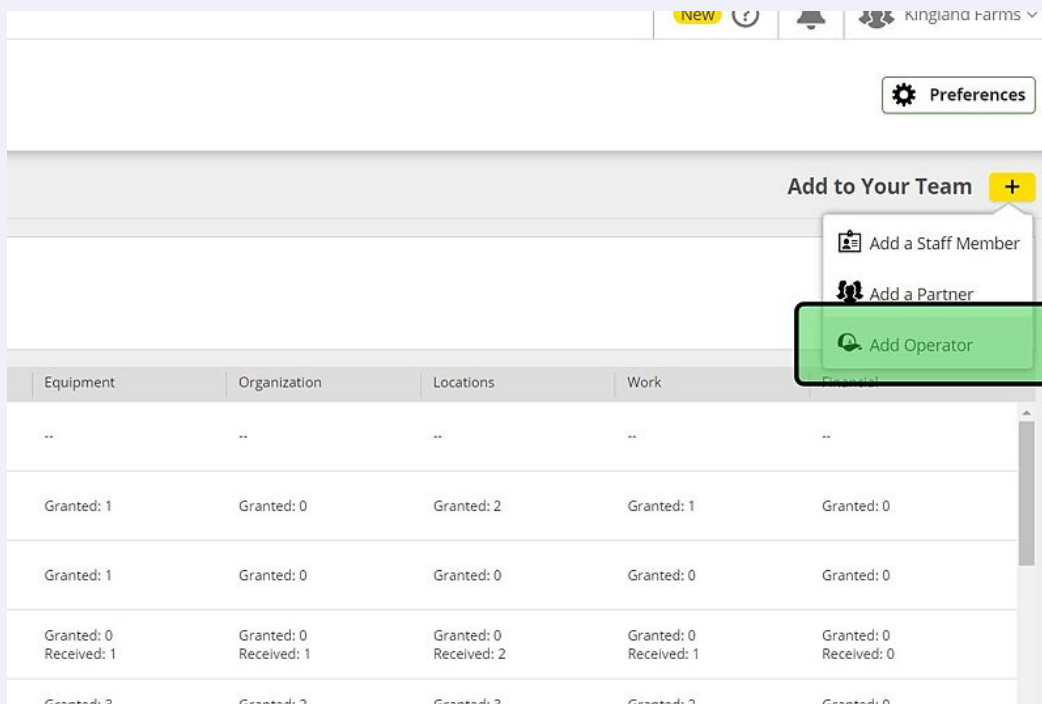
- 2 Select "Team: Manage staff, operators, and partners for your organization." under the "Setup" menu



3 Select "Add"



4 Click "Add Operator"



5 Type the operator's name in the "Operator Name" field.

A screenshot of a web application interface showing a modal form for adding an operator. The form has two radio buttons at the top: 'Create New' (selected) and 'Add from existing staff members'. Below these are two text input fields. The first field, labeled 'Operator Name', is highlighted with a green border and contains a vertical cursor. The second field, labeled 'Operator License (Optional)', is empty. At the bottom of the form, there is a '+ Add Another Operator' link and two buttons: 'Cancel' and 'SAVE' (highlighted in yellow). The background shows a blurred interface with a table of connections and an 'Export' button.

6 Add the operator's license number to the "Operator License (Optional)" field.

A screenshot of the same web application interface as in step 5. The 'Operator Name' field now contains the text 'Anthony'. The 'Operator License (Optional)' field is highlighted with a green border and contains a vertical cursor. The rest of the form, including the '+ Add Another Operator' link and the 'Cancel' and 'SAVE' buttons, remains the same. The background interface is also visible.

7

Click "SAVE". The Operator will now be available in the Team list under the Operator section.

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Create New
 Add from existing staff members

Operator Name
Anthony

Operator License (Optional)
12345

+ Add Another Operator

Cancel **SAVE**

Export

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Connection

Granted: 1

Granted: 0

Granted: 0

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