

User Management on the RV315W VPN Router

Objective

The *User Management* page is used to create users and change passwords of the users.

This article outlines how to add users through the User Management feature on the RV315W Router.

Applicable Device

- RV315W

Software Version

- 1.01.03

User Management Configuration

Step 1. Log in to the web configuration utility and choose **System Management > User Management**. The *User Management* page opens:

Username	Privilege	Action
<input type="checkbox"/> cisco	Administrator	[Change Password]
<input type="checkbox"/> guest	Normal User	[Change Password]

Step 2. Enter a username in the Username field.

Step 3. Enter a password for the user in the Password field.

Note: The meter to the right of the Password field represents the strength of the password chosen. A combined mix of uppercase letters, lowercase letters, and symbols provide the strongest password combinations.

Step 4. Re-enter the password in the Password Confirm field.

Add Local User

Username: *(1-55 characters)

Password: *(0-64 characters) ■ ■ ■ ■ ■ Very Strong

Password Confirm: *

* indicates a mandatory option.

Local User List

Username	Privilege	Action
<input type="checkbox"/> cisco	Administrator	[Change Password]
<input type="checkbox"/> guest	Normal User	[Change Password]
<input type="checkbox"/> Profile1	Normal User	[Change Password]

Step 5. Click **Add** in order to place the profile in the Local User List. A confirmation window appears.

Step 6. Click **OK** to finalize the action.

Note: The Privilege field specifies the account type associated with each profile. An administrator user type has full access to the device and can alter any settings on the device. A normal user has limited access to the device, and has read only privileges for the majority of the device settings. A normal user still has access to their profile and can edit their account at any time.

Add Local User

Username: *(1-55 characters)

Password: *(0-64 characters)

Password Confirm: *

* indicates a mandatory option.

Local User List

Username	Privilege	Action
<input type="checkbox"/> cisco	Administrator	[Change Password]
<input type="checkbox"/> guest	Normal User	[Change Password]
<input checked="" type="checkbox"/> Profile1	Normal User	[Change Password]

Step 7. (Optional) To delete a local user, check the Local User List check box of the user profile to remove, then click **Delete**. A confirmation window appears.

Step 8. Click **OK** to finalize the action.

Step 9. (Optional) To change the password for a local user, check the Local User List check box of the user profile password to change, then click **Change Password**. The *Change Password* window appears.

Change Password

Old Password:

New Password: ■ ■ ■ ■ ■ Very Strong

Password Confirm:

Step 10. Edit the password as desired and click **Save**.