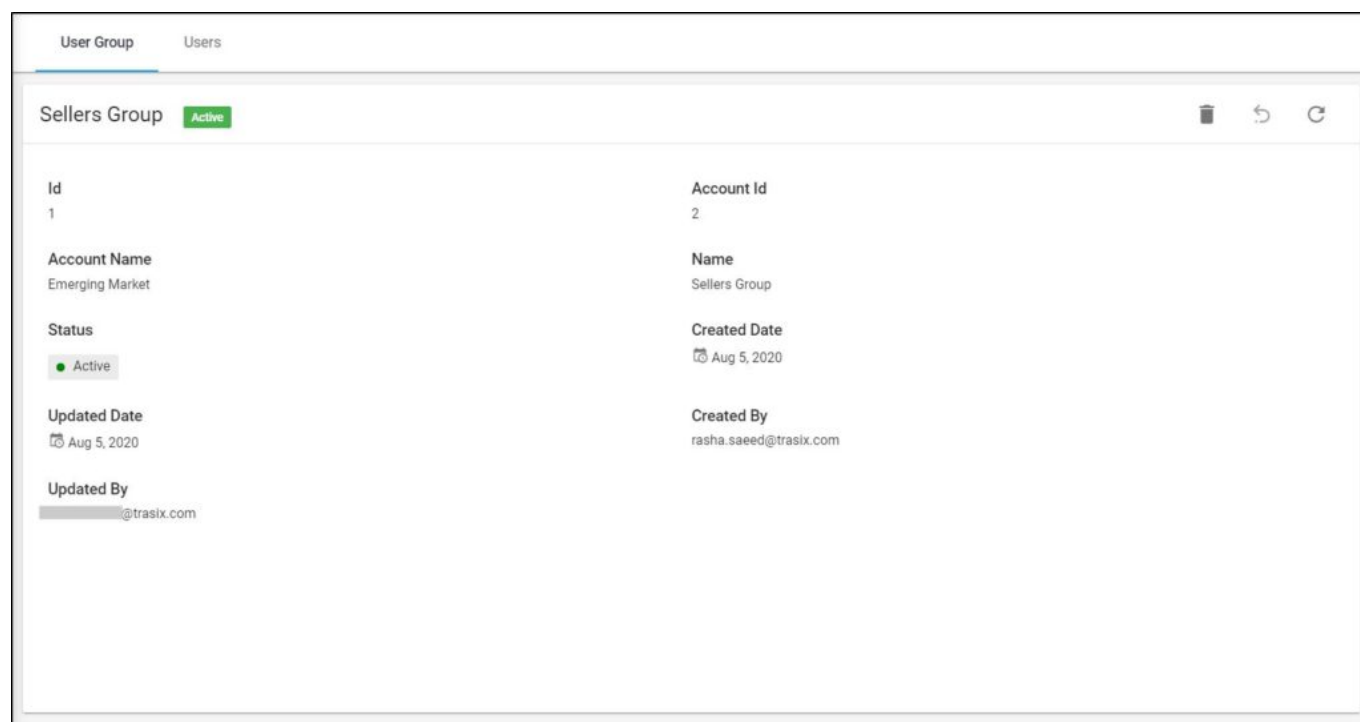


User group details

To view the user group details, click its record or select “View record” from the Actions menu next to it, its details are displayed as shown in the below example:



The screenshot shows a web interface for 'User Group' details. At the top, there are two tabs: 'User Group' (selected) and 'Users'. Below the tabs, the main content area displays the details for the 'Sellers Group'. The group name 'Sellers Group' is followed by a green 'Active' status indicator. To the right of the group name are three icons: a trash can, a refresh icon, and a share icon. The details are organized into two columns:

| | |
|--|---|
| Id 1 | Account Id 2 |
| Account Name Emerging Market | Name Sellers Group |
| Status ● Active | Created Date 📅 Aug 5, 2020 |
| Updated Date 📅 Aug 5, 2020 | Created By rasha.saeed@trasix.com |
| Updated By [redacted]@trasix.com | |

Seller group details are displayed, such as the account name, status, and the user who created the group. To view the list of users in the group, go to **Users** tab, the following page appears:

| User Group | | Users | | | |
|--------------------------|---------|-----------|-----------|--------------|-------------|
| 0 of 2 Selected | | | | | |
| Id | User Id | User Name | Status | Updated Date | |
| <input type="checkbox"/> | 2 | 3 | Seller1 | Active | Aug 5, 2020 |
| <input type="checkbox"/> | 1 | 2 | TW-Seller | Active | Aug 5, 2020 |

Users in the selected group are listed, for each one, the Id, user name, status and updated date are displayed.

To add a new user, click  , the following window appears:

Edit Record
×

Users

TW-Seller ×

Seller1 ×

CANCEL

SAVE

Select the user you want, only users that belong to the account to which the group is assigned are displayed. Click **Save**.