

## Reference:BlueSpiceUserManager

### Extension\>: BlueSpiceUserManager

Overview			
<b>Description:</b>	In the user manager you can add and delete users as well as change settings		
<b>State:</b>	stable	<b>Dependency:</b>	BlueSpice
<b>Developer:</b>	HalloWelt	<b>License:</b>	-
<b>Type:</b>	<a href="#">BlueSpice</a>	<b>Category:</b>	Administration
<b>Edition:</b>	BlueSpice free, BlueSpice pro		
<a href="#">View help page</a>			

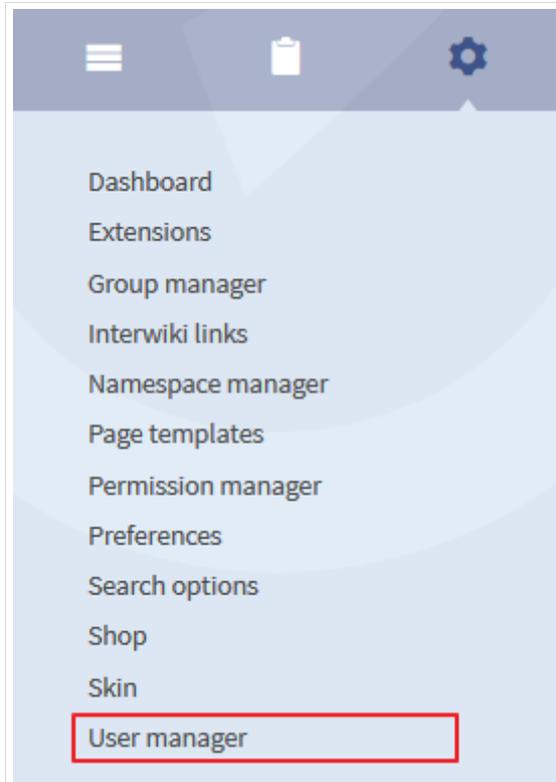
### Features

---

The User manager is an extension developed by Hallo Welt! to facilitate the user management.

## Where do I find UserManager?

In the left navigation you will find "Admin". There is a listing of admin functions. Click on "User manager". You see the Admin navigation only if you have administration rights.



Screenshot:Open the User Manager in the Admin-Navigation

## Functions of UserManager

In the user manager you can add and delete users as well as change settings.

User name	Real name	Email	Groups	Actions
AndreaJohnsson	Andrea Johnsson	ajohnsson@johnsson-group.co...	• Administrators (sysop)	
Anna Peters			• Administrators (sysop)	
Bob Maier	Robert Maier			
Christina Berg				
Tim Linde	Tim Linde		• Administrators (sysop)	
TonyStark	Tony Stark		• Administrators (sysop)	
WikiSysop		sysso@pwirth-pc.hw.local	• Bureaucrats (bureaucrat) • Administrators (sysop)	

« < | Page 1 of 1 | > » |

Displaying 1 - 7 of 7

Screenshot: Overview of the User Manager

## Change settings

You can change the following settings:



### Add user

Add new users. You need to fill in the following information: User name, new password, retype password, e-mail, real name (this name will be shown in the articles)



### Edit user data

Change user name, e-mail or real name. In case you have forgotten your password, a new password can be allocated to you. Create a new password and confirm it. Change the groups a user belongs to. Mark the groups and click "ok". To define rights for groups have a look at the group manager or permission manager.

Attention: All users always belong to the groups "\*" and "user".



### Delete user

After a confirmation the account will be deleted.

**Note:** It is not allowed to use your user name as password. The system will show the error "wrong password". This is very important especially if you have an LDAP connection. MediaWiki will create a user but the user can't registrate with this password.

## Edit Groups

The screenshot shows a dialog box titled "Benutzer bearbeiten" with a close button (X) in the top right corner. The dialog contains the following fields and values:

- Benutzername: Anna Peters
- Neues Passwort: (empty)
- Passwortwiederholung: (empty)
- E-Mail: peters@company.com
- Echter Name: Anna Peters
- Gruppen: Bots (bot), Bürokraten (bureaucrat), Administratoren (sysop) (selected)

At the bottom of the dialog, there are two buttons: "OK" and "Abbrechen".

Screenshot: Group check in the User Manager

The following groups can be administrated:

**bot** - Permission for WikiBot  
**bureaucrat** - constitute sysops  
**sysop** - Group of system administrators

## Searching for users

If you are looking for a certain user, you don't have to scroll through all pages anymore. Just use the filters that are defined for every column. For example type the first letters of a user name into the filter field to find a certain user. Or choose a group like "administrators" to get the information who is an administrator in this wiki. You can also sort all results (ascending and descending).

The screenshot shows a table with columns: User name, Real name, Email, and Groups. The 'Real name' column header has a dropdown menu open, showing options: Sort Ascending, Sort Descending, Columns, and Filters. The 'Filters' option is selected, and a search input field is visible with the text 'Ti' entered. A red arrow points to this input field. Below the table, there is a pagination bar showing 'Page 1 of' and a caption: 'Screenshot: Use filters to look for users'.

User name	Real name	Email	Groups
Tim Linde			• Administrators

Page 1 of

Screenshot: Use filters to look for users