6.5.1.2 Edit Existing User

6.5.1 User Data · https://i2b2.org/docs/6-5-1-2-edit-existing-user/

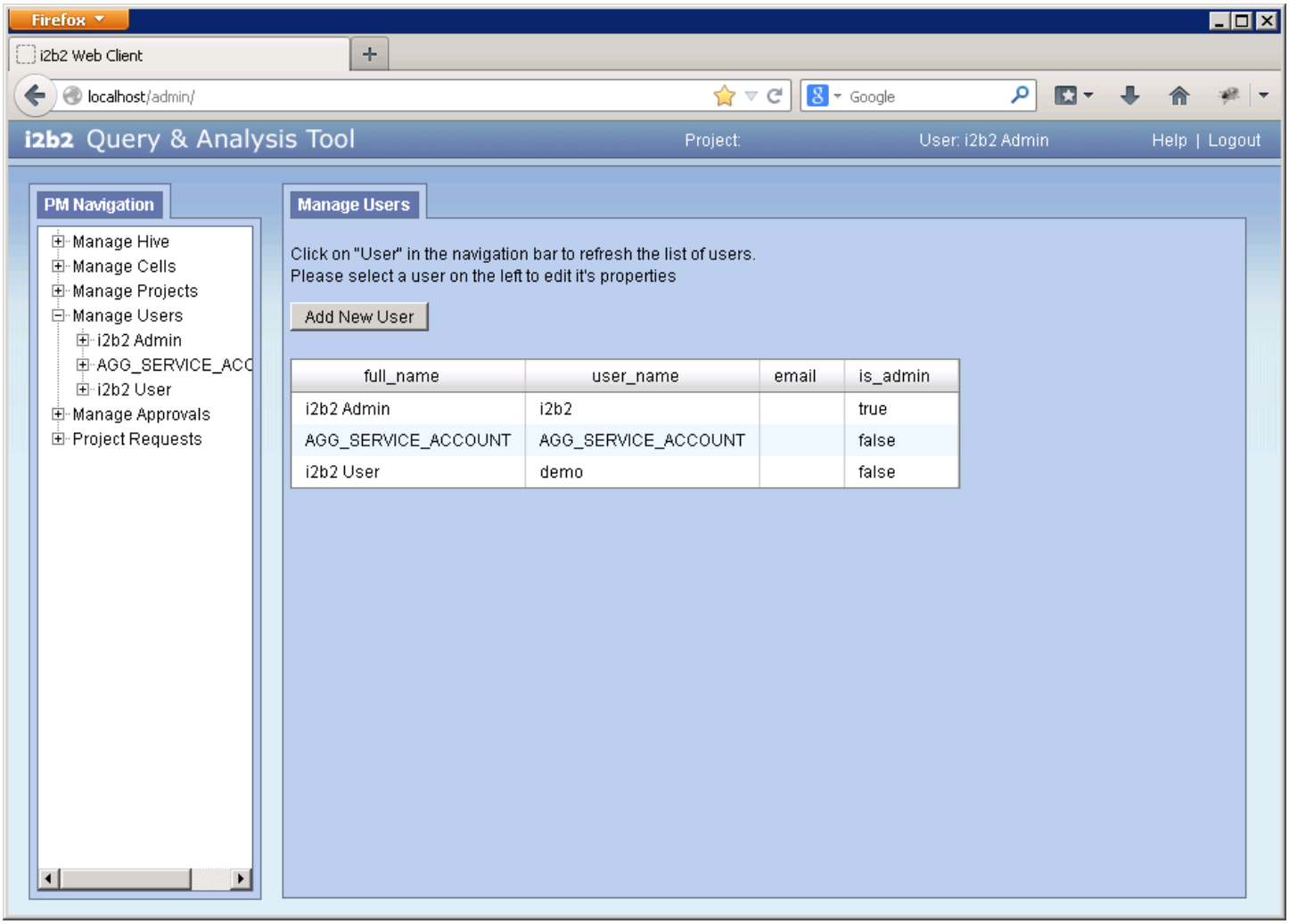
Steps to Edit a User in i2b2

The following steps outline the process of editing a user in the i2b2 Administration Module.

Assumption: The following steps assume you are already logged into the i2b2 Administration Module. If you do not know how to login please see the chapter titled *i2b2 Administration Module Install*.

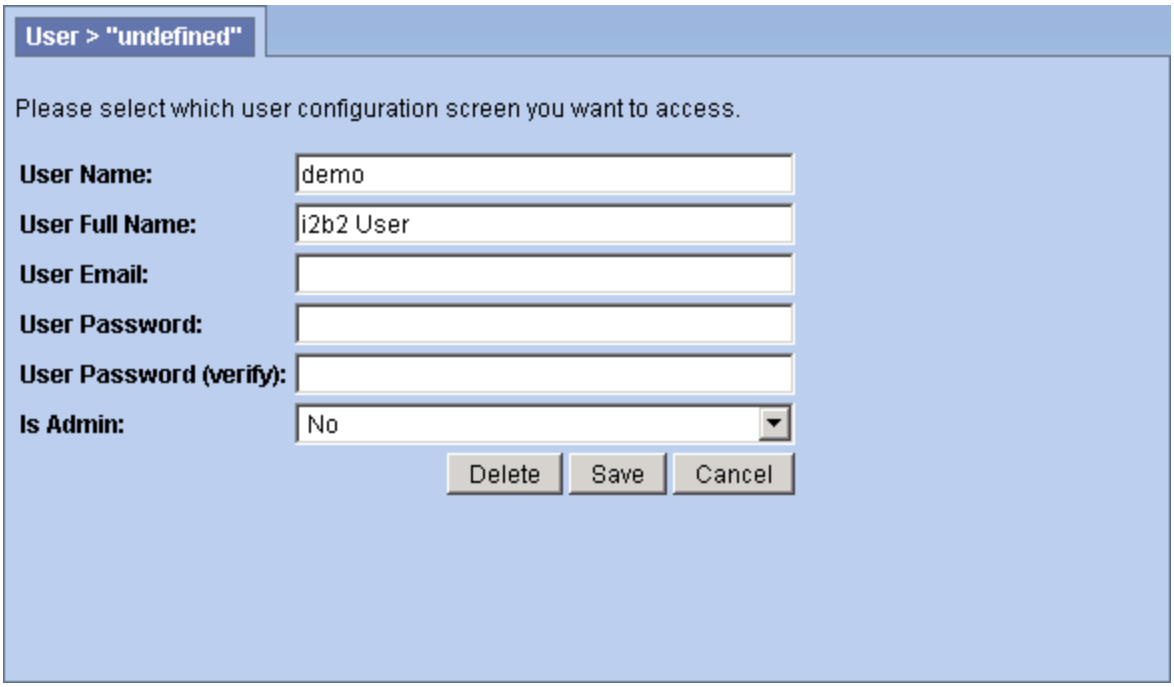
1. In the Navigation panel, click on **Manage Users**.

2. The *Manage Users* page will display on the right.



3. In the Navigation panel, click on the **name of the user** you want to edit.

4. The *Edit User* page will display on the right.



5. Make the changes to the user and click on **Save** to save the changes.