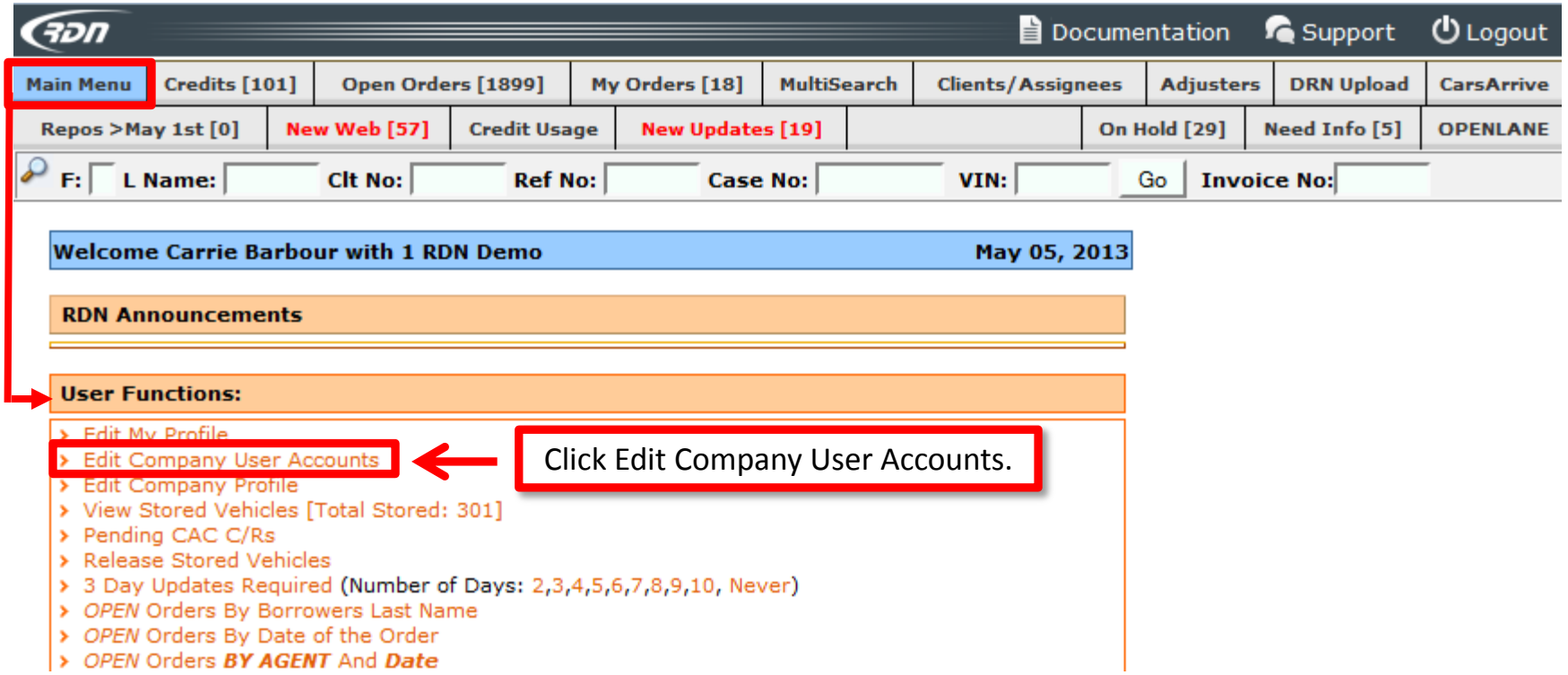
RDN Training: Adding New User

CONFIDENTIAL

Adding a User

To add a new user, you will first need to create a profile. You may only add a new user if you are within your RDN User License. Contact RDN Support if an additional User License is needed.

Please follow the steps below to create a new RDN user.



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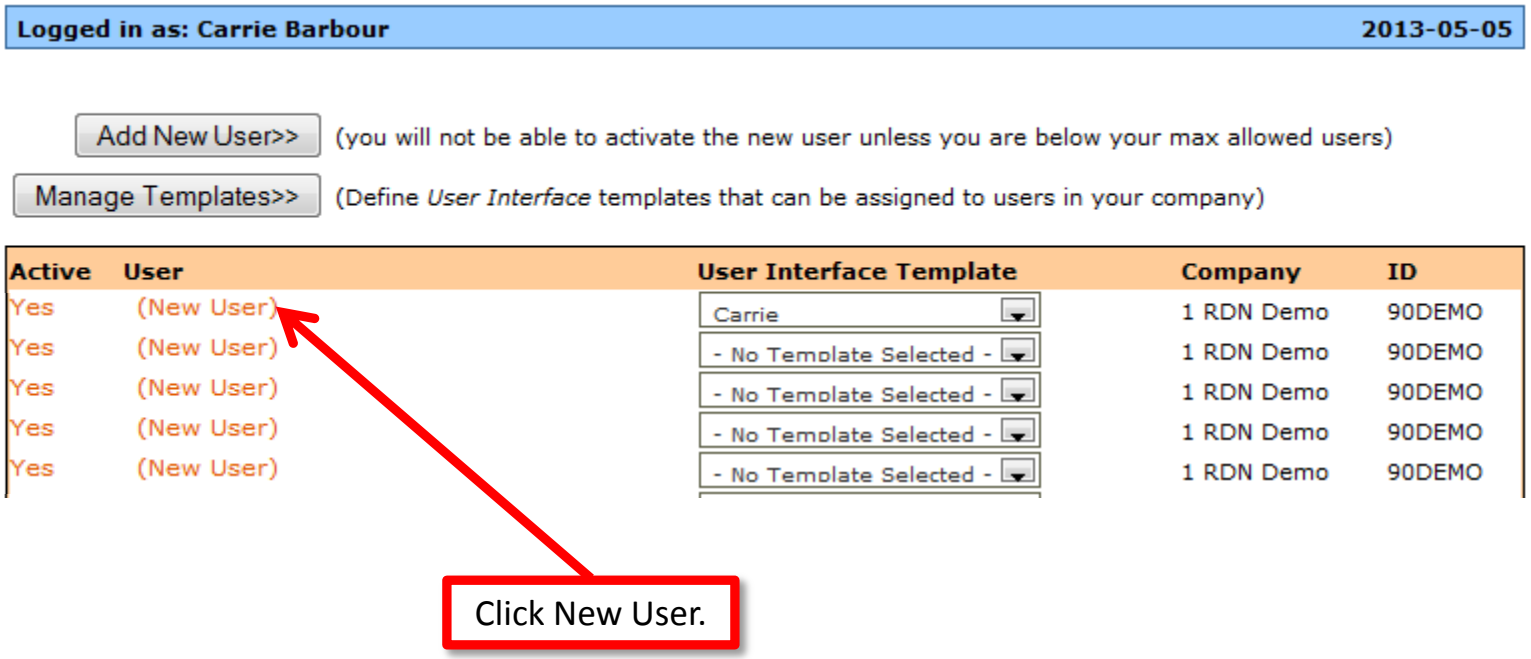

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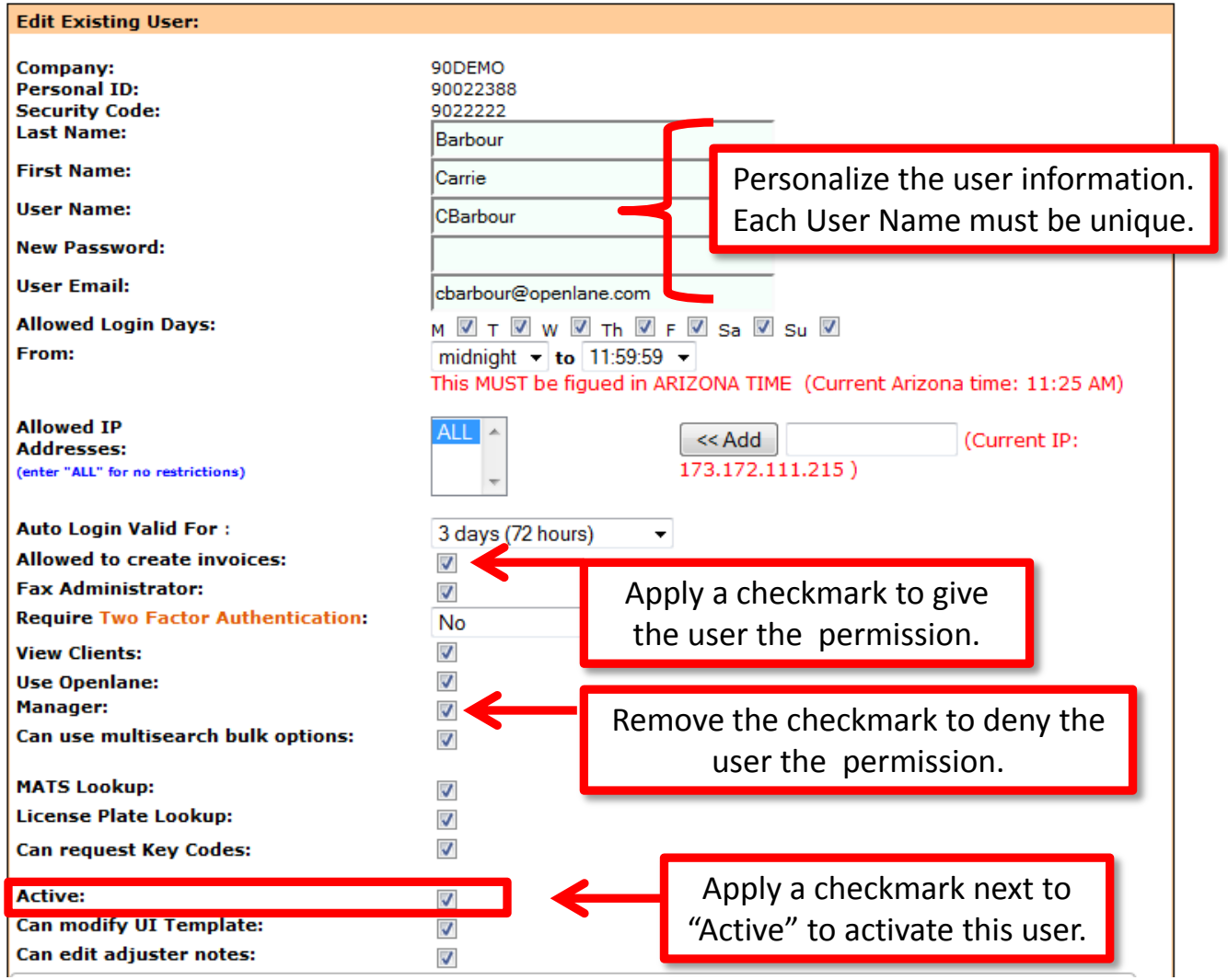

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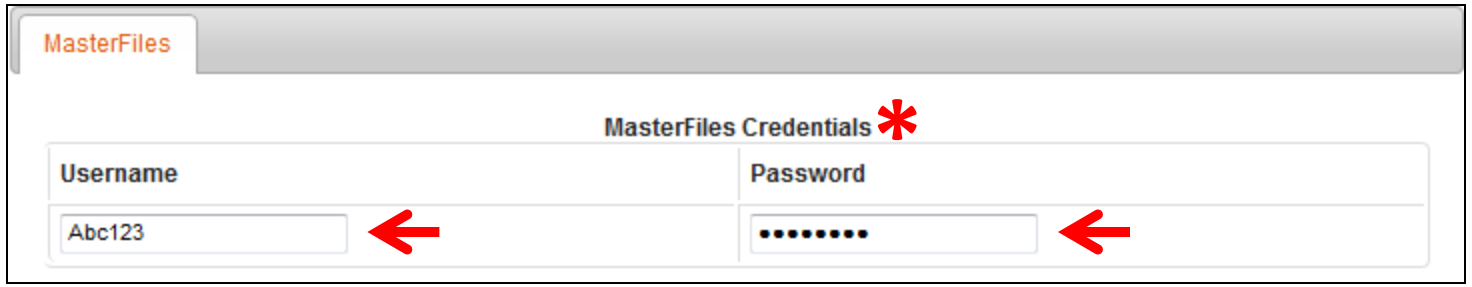
RDN is pleased to announce a new integration with MasterFiles.
To take advantage of this new feature, you will need to obtain a Username and Password from MasterFiles.

To obtain a Username and Password from MasterFiles:

- Contact Alex Price with MasterFiles at (972) 735-2353, or at alex.price@masterfiles.com.
- Enter the Username and Password supplied by MasterFiles.
- This Username and Password should not be shared.



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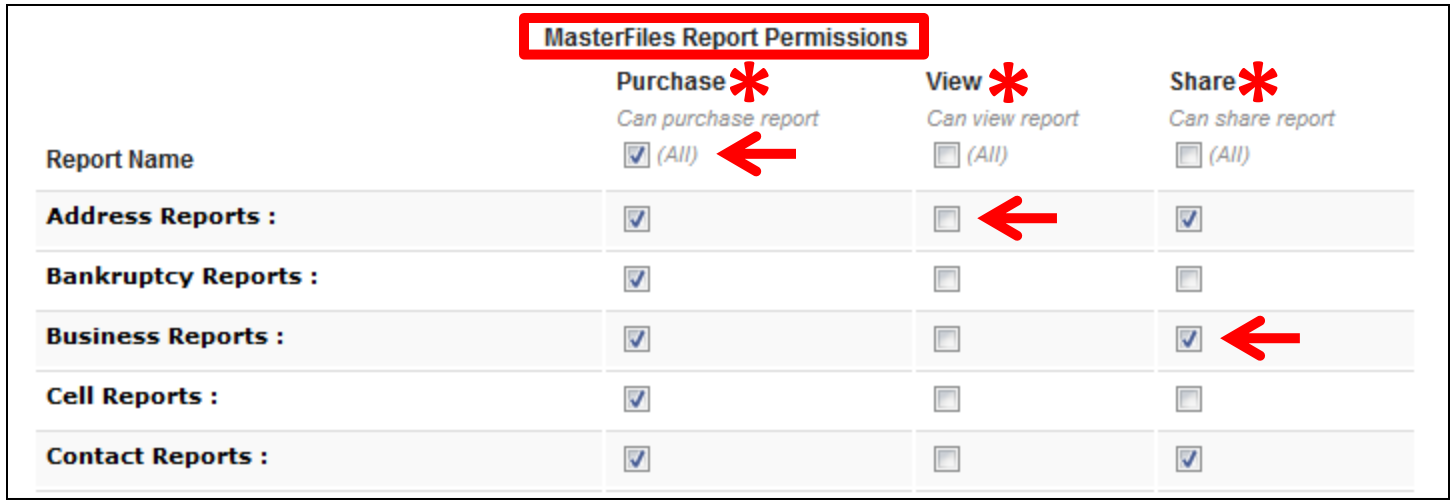
There are three types of Permissions you may apply:

- Purchase permission allows the user to purchase MasterFiles Reports.
- View permission allows the user to only View MasterFiles Reports.
- Share permission allows the user to Share the report with the Client.

You may apply ALL permissions or select each permission individually.
Apply permissions, scroll down and click Modify User.



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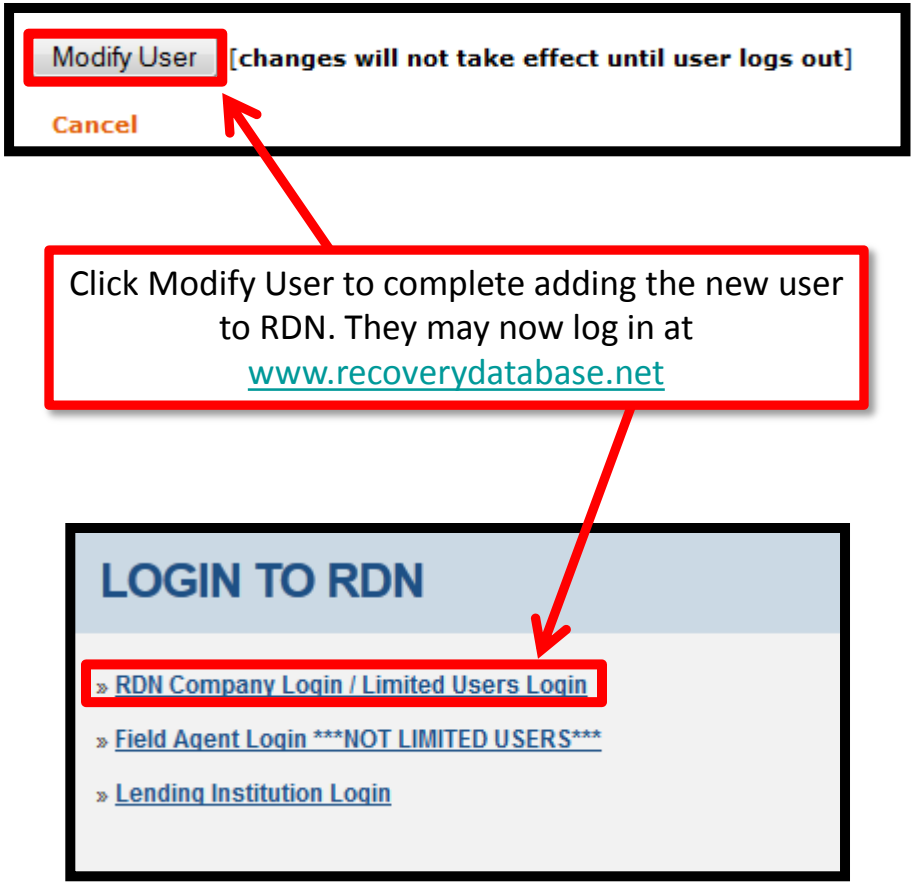

Questions??

If you have any questions, please contact RDN Support at 817-204-0298, option 1, or via email: support@recoverydatabase.net.