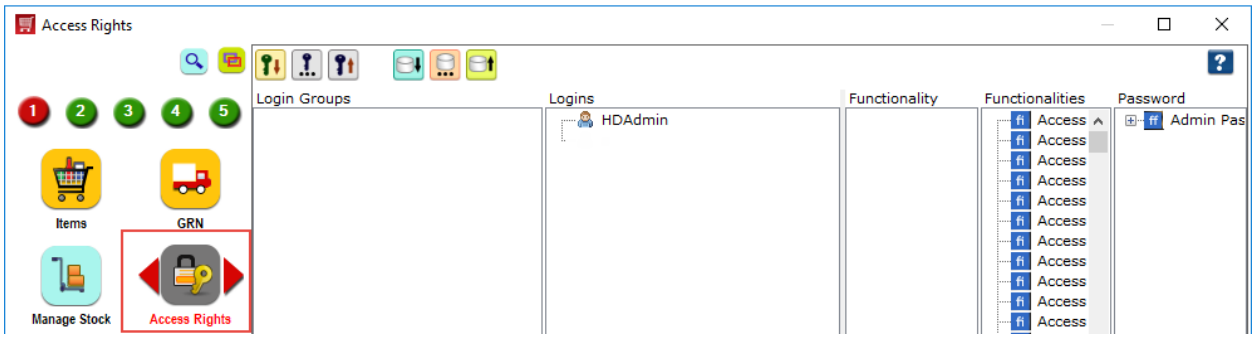
How to create login group and assign functionality to it?

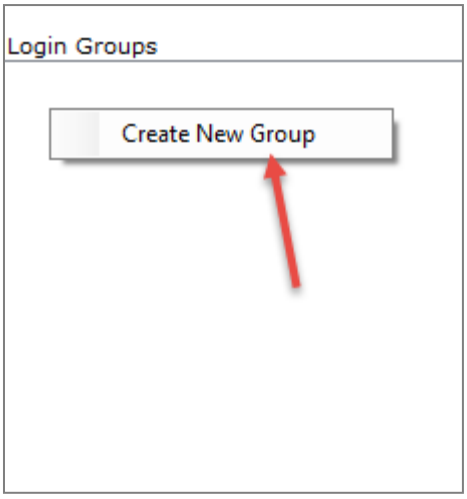
HDPOS smart v2 Tutorials

To create a login group and assign functionality to it, follow the steps below.

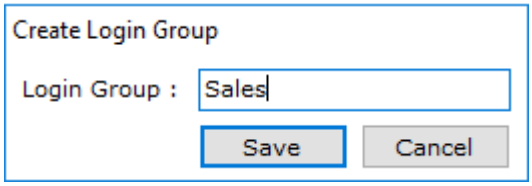
1. Run HDPOS smart. From the main screen, click on Set-Up.
2. Go to Access Rights module.



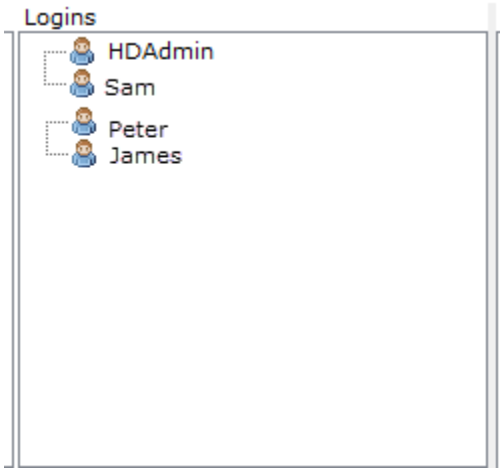
3. In the Login Groups section, right click on any blank space and select **Create Login Group** option.



4. Enter a Name for the group and click on **Save** button to add the group.



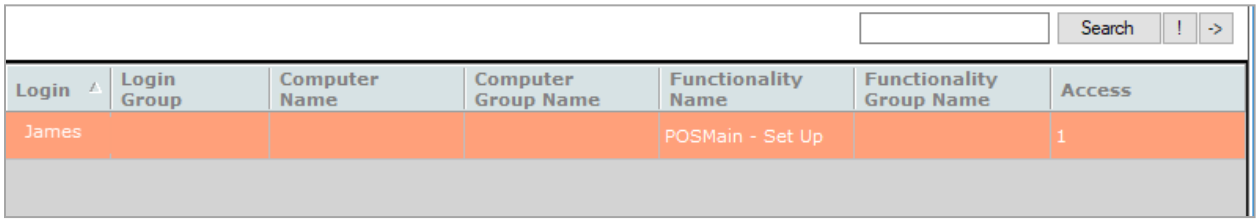
5. In the Logins section, all the logins of your employees along with default login (HDAdmin)will be listed.



6. Select a login that you want to add to login group and drag it on to the login group name and drop it. The login will get added into the group.



7. Repeat Step 6 to add as many logins as you want to the login group. For e.g. I have created a login Group **Sales**. I added all the employee logins to this group who are sales staff in the store.
8. Select a functionality which you want to add to login group. Drag it on to the login group and drop it. For Example, I have selected a functionality POS Main-Set-Up and assigned it to Sales group.
9. The functionality will be added in the botton section of Access Rights window and by default the access will be there which is shown as 1 under Access column.



10. Right click here and you will see 2 options

