

What is a Jackrabbit User ID?

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A Jackrabbit User ID and password are the keys to your database; these credentials give a User the ability to log into your database. Each enrollment, drop, and transaction entered by a User will have their *User ID* associated with it.

- ★ A Jackrabbit database can maintain as many *User IDs* as needed. There is no limit to the number of Users that can be logged into the database at the same time (unlimited concurrent Users).
- ★ Users can be limited as to what they can see and what they can do in Jackrabbit using **User Permissions**.

Example: You want your managers to have access to revenue reports, but would like to restrict those areas for all other Jackrabbit Users. This is done by removing the permissions relating to financial reports from all Users except management.

User IDs are managed under the Gear (icon) > Settings > Users & Permissions > User IDs (left menu).

The screenshot displays the Jackrabbit application's 'Manage Users' interface. On the left, a sidebar menu lists various settings, with 'USER IDS' at the bottom highlighted in blue. The main content area is titled 'General Settings' and contains a 'Manage Users' section. This section includes a table with columns for UserID, First Name, Last Name, and Email. A dropdown menu is open from the gear icon in the top right, showing a list of settings categories, with 'Users & Permissions' selected and highlighted in yellow. The table lists several users, including Peter Proto, Charlotte Smith, Charlene Bartlett, Hanna Smithman, Heather Barnhardt, Anna Allison, Katie Elliott, Lizetta Proto, and Mark Baldwin.

	UserID	First Name	Last Name	Email
1	proto	Peter	Proto	as@jackrabb
2		Charlotte	Smith	cbo@jackrabb
3		Charlene	Bartlett	jbartl@jackrab
4	hanna	Hanna	Smithman	hsmith@em
5	hbarnhardt	Heather	Barnhardt	hbarnhardt@e
6	helpcenter	Anna	Allison	sol@jackrabb
7	kateelli	Katie	Elliott	kelliott@jackrabb
8	lschuoroto	Lizetta	Proto	lscette@jackrabbitech.com
9	mbald	Mark	Baldwin	mbaldin@jackrabbitech.com



A Jackrabbit User ID must be unique throughout Jackrabbit's entire application.

Example

- You have an employee named Dianne Smith who would like her User ID to be "dsmith".
- When you are adding her User ID to your database you receive an error message *User ID not available*.
- You do not have any User ID "dsmith" in your database.

Why is this User ID not available?

A studio down the street, which also uses Jackrabbit, has an employee named Deirdre Smith and her User ID is "dsmith". Deirdre has already taken the User ID "dsmith" and there can only be one in the 'Jackrabbit World'.
