Assign Passwords to New Users

Last Modified on 02/14/2018 2:05 pm EST

When you create new users (or when you use DevResults for the first time), you must assign users passwords. You have a few options for setting passwords:

- Send all users without a password a random password
- Send one user a random new password
- Send one user a specific password

Send All New Users a Random Password

To send randomly generated passwords to all new users at once, go to **Administration > Users**.



This will open the Users Index. Click the gear cog in the upper right and click on **Reset All Blank Passwords**.



	des Paysans	
DevResults		Add User

This will open a confirmation window. You cannot undo resetting blank passwords. Click **Yes** to confirm and reset blank passwords for all users.



Send One New User a Random Password

To send a randomly generated password to just one new user, from the Users Index, click on the user whose password you want to update.



On the User Details page, scroll down to Security and click on Assign new password.

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Jean-Claude Bamba		
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	Security	
	Group Contributors Can log into the system to manage activities. Managers Can mark checklist items as approved. Can sign off on results data submitted by partners. No Access Cannot log into the system's global settings and lists. Can manage user accounts and logins, reset passwords, and assignermissions. Partners Managers Can manage users for their organization and also edit information for their organization's activities Partners Users from other organizations with limited access to activities they implement. Viewers Can log into the system, browse activities, and view reports. Cannot change anything. Password This person does not have a password.	go w password
	Activity Roles	
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The random password is displayed in the popup. Click **Save**.

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If you've checked the box next to **Send an email with the new password** they will receive this password via the email address associated with their account.

Send One New User a Specific Password

Alternatively, to send a new user a password of your choosing, click "choose a different password".



Type in the password and click the **Save** button.

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If you've checked the box next to **Send an email with the new password** they will receive this password via the email address associated with their account.

Note : If you are unable to access any of these options, then you do not have permission to grant new users passwords. Please speak with your site administrator.

Didn't answer your question? Please email us athelp@devresults.com .

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