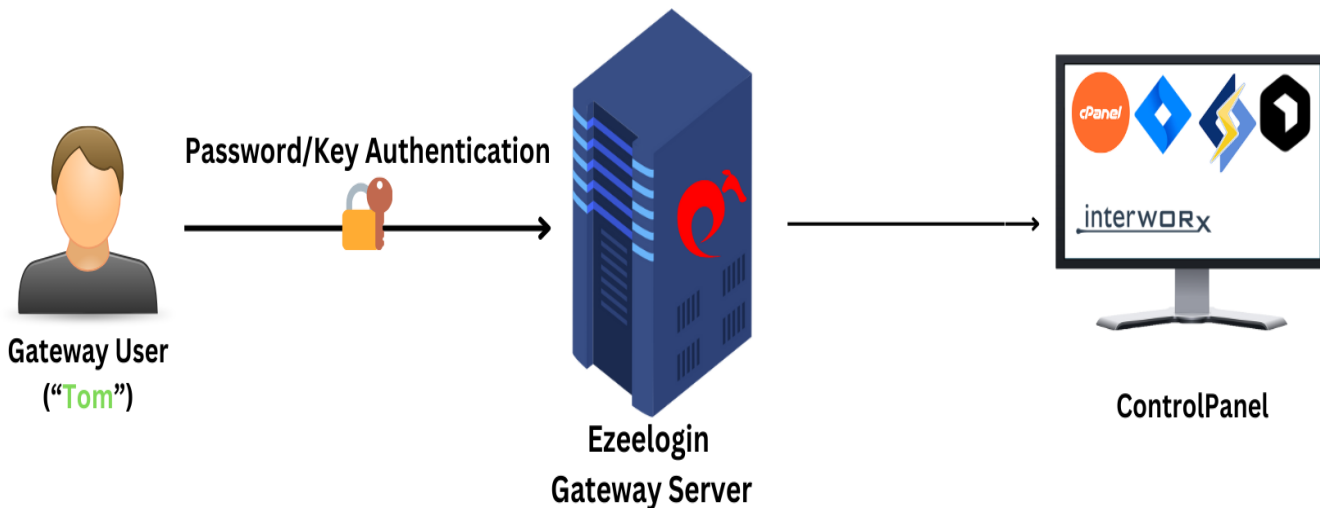# How to grant a user access to control panel

67 admin October 1, 2024 [Features & Functionalities](#) 5219

How do I grant access to users in the control panel?

Overview: This article describes the steps to grant control panel access to user "Tom" in Gateway server by using the Access Control settings.

Refer to the manual: https://www.ezeelogin.com/user_manual/UsertoActions.html
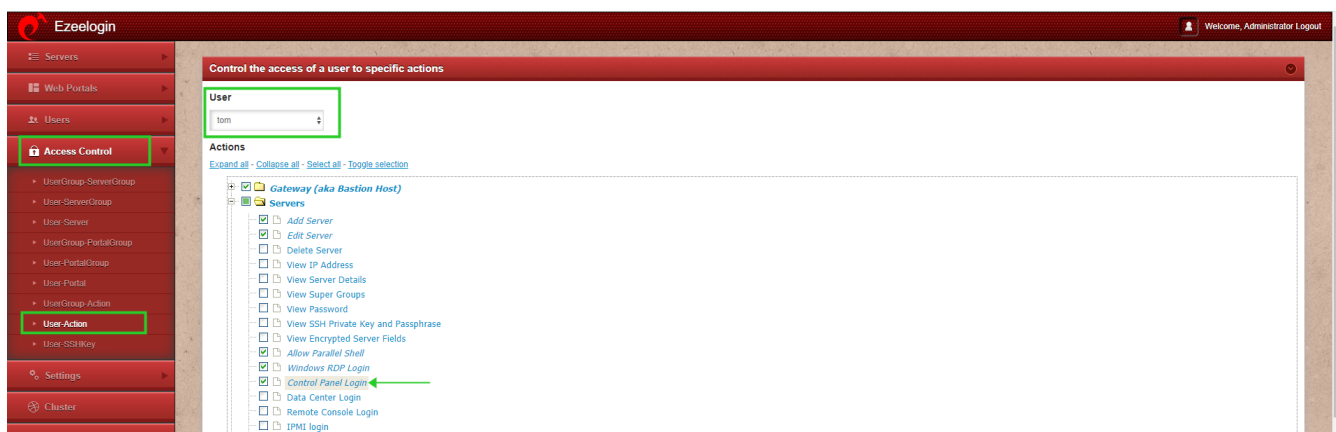
Follow the steps to grant access to the control panel for user "Tom".

Step 1: Log into Gateway server and grant access to the control panel.

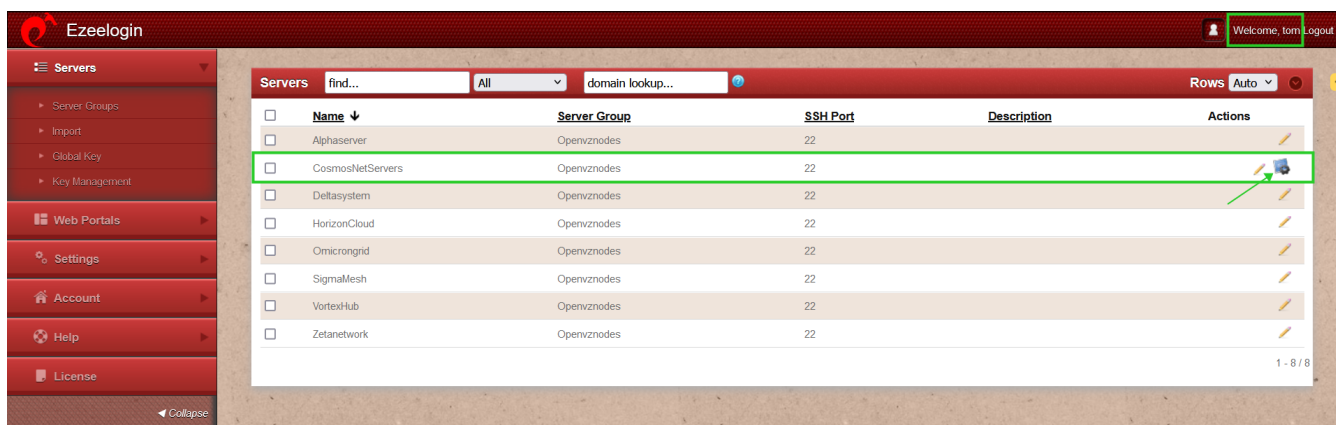Log in to the Gateway Web Interface with a super admin("ezadminxxx") or admin privilege user.

You can use the access control to grant control panel access to the gateway users.

Navigate to **Access Control > User Action > Servers > Select the particular user** to whom you need to grant access to the control panel > and **Enable Control Panel Login**.

Step 2: Login as user "tom" and check.

Login As User "Tom" and check; the user would have granted permission to the control panel as follows:

This way, you can ensure user "Tom" has the necessary control panel access by configuring it through the Access Control settings and verifying the changes.

Related Articles:

List of all Web portals and control Panels.