

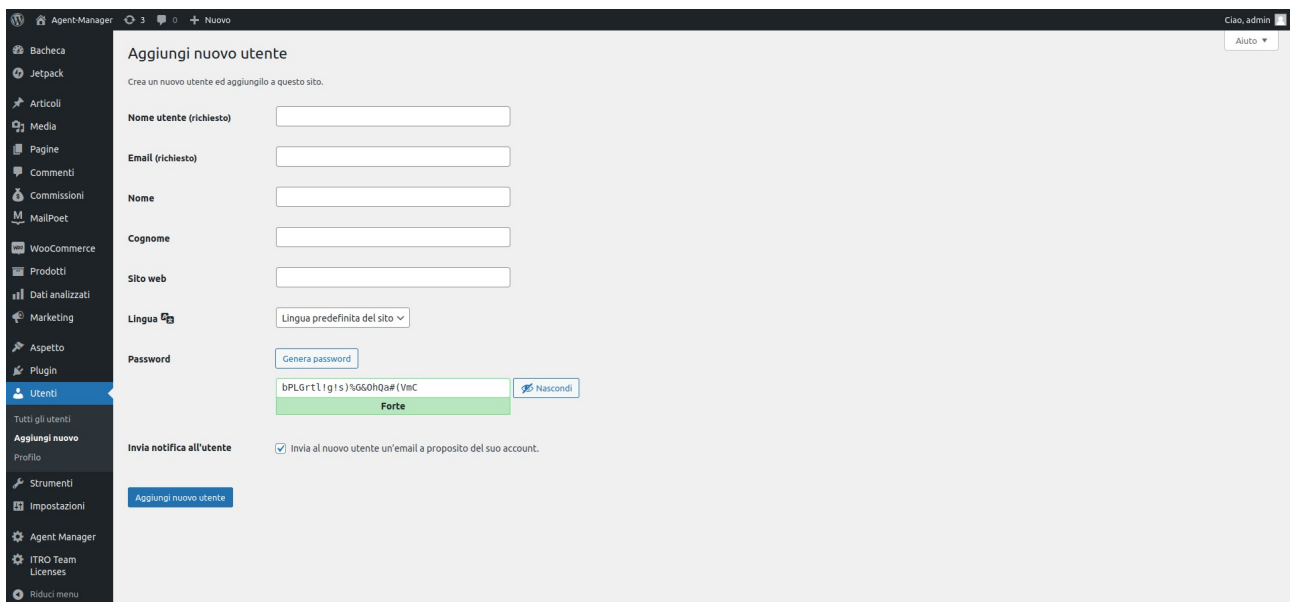
# ADMIN GUIDE

The administrator can:

- Manage prices;
- create agents;
- set commissions;
- view the customer by agent;
- view the number of orders per agent;
- change the status of orders.

Just like the other types of agents but can add an agent manager.

To add an agent manager (or any type of user) just go to "Agent Manager" in the "Add Agent" item (it redirects you to the "users" icon in the "add new" item).

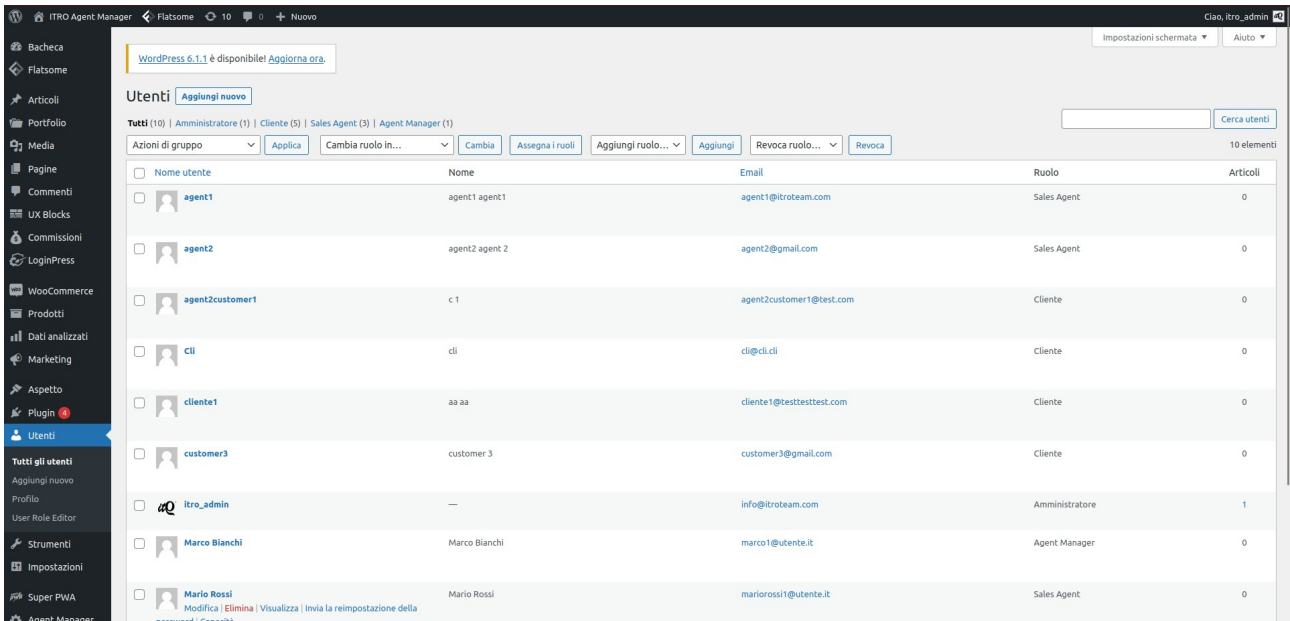


The screenshot shows the 'Aggiungi nuovo utente' (Add new user) form in the Admin Manager interface. The form is titled 'Aggiungi nuovo utente' and includes the instruction 'Crea un nuovo utente ed aggiungilo a questo sito.' (Create a new user and add it to this site). The form fields are:

- Nome utente (richiesto)**: Text input field.
- Email (richiesto)**: Text input field.
- Nome**: Text input field.
- Cognome**: Text input field.
- Sito web**: Text input field.
- Lingua**: Dropdown menu with 'Lingua predefinita del sito' selected.
- Password**: Text input field with a 'Genera password' button next to it. The password 'bPLGrTL1g1s)%660hQa#(V#C' is visible, and a 'Nascondi' button is next to it. A green bar below the password indicates it is 'Forte' (Strong).
- Invia notifica all'utente**: A checked checkbox with the label 'Invia al nuovo utente un'email a proposito del suo account.'

At the bottom of the form, there is a blue button labeled 'Aggiungi nuovo utente'. The left sidebar shows the 'Utenti' (Users) menu item selected, and the top right corner shows the user 'Ciao, admin' and an 'Aiuto' (Help) dropdown.

Once all the fields have been filled in, and after having saved them with the "Add new user" button, go to the "Users" icon under the heading "all users".



The list of all users will be shown and by selecting one, clicking on the name, a menu will appear with a series of fields. In the "Role" field it will be possible to select the type of role of the new user.

