

4 SIMPLE STEPS

BOOM, YOU'RE
ALL SET!

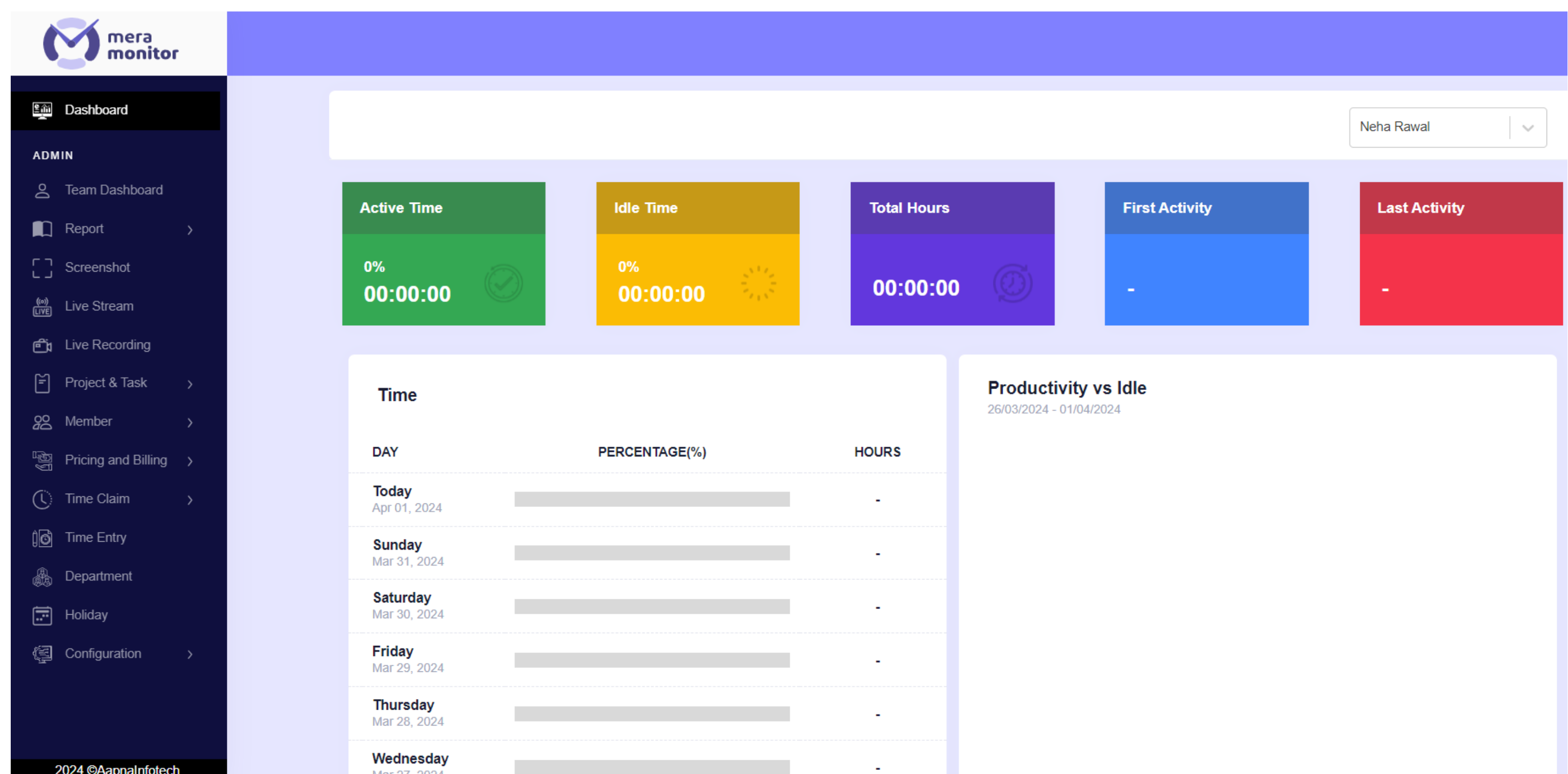


Thank you for your interest & for filling out our form!

Once you submit our form, you'll receive an activation email. After setting up your credentials, you gain access to Mera Monitor's web application.

Welcome to Mera Monitor!

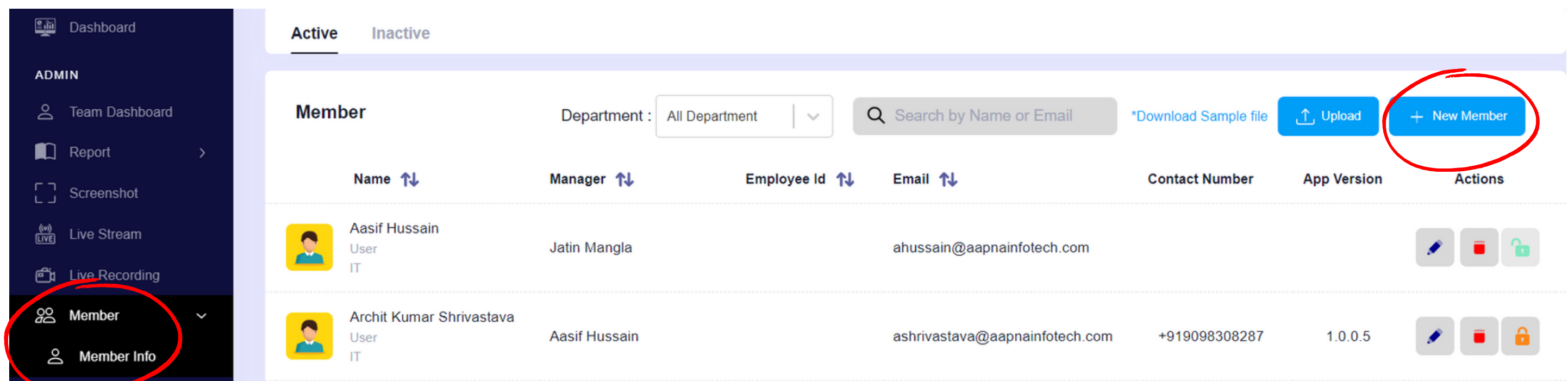
You are now redirected to the admin dashboard.



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1 Onboarding Your Users

To add your users, navigate to the 'Member info' link under the member section of the admin dashboard and click on the "+ New Member" button.



2 Fill Essential Details

Please fill in the essential details such as Name, Email, and Role. Other fields are optional. Click the "Add Member" button when ready.

Name *

Email *

Role *

Stop Timer Enable

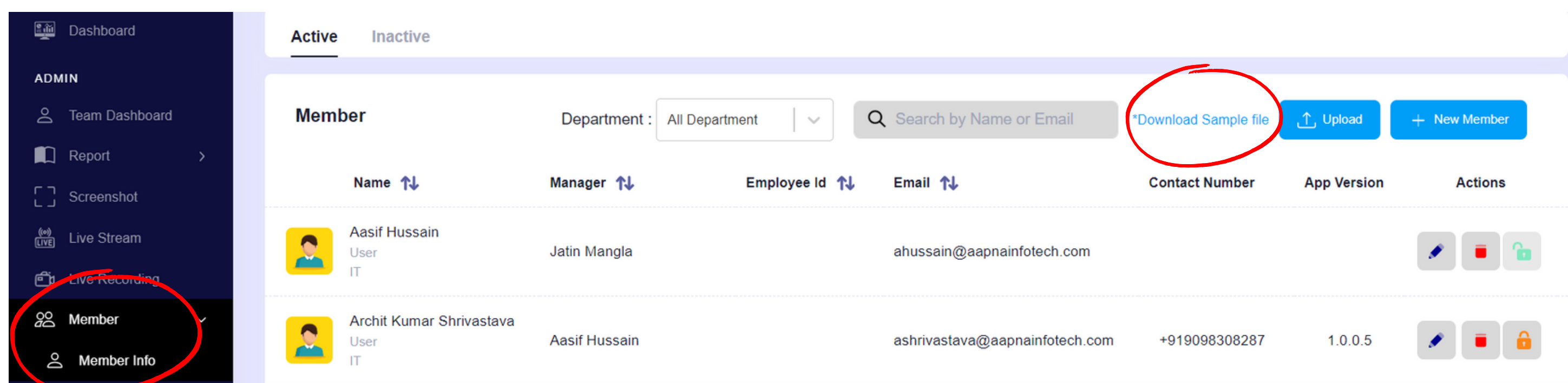
Private Mode

Cancel

OR

1 Onboarding Your Users

If you want to add multiple users at a time, navigate to the "Member Info" link under the member section of the admin dashboard and click on "Download Sample File".



2 Fill Downloaded Sample File

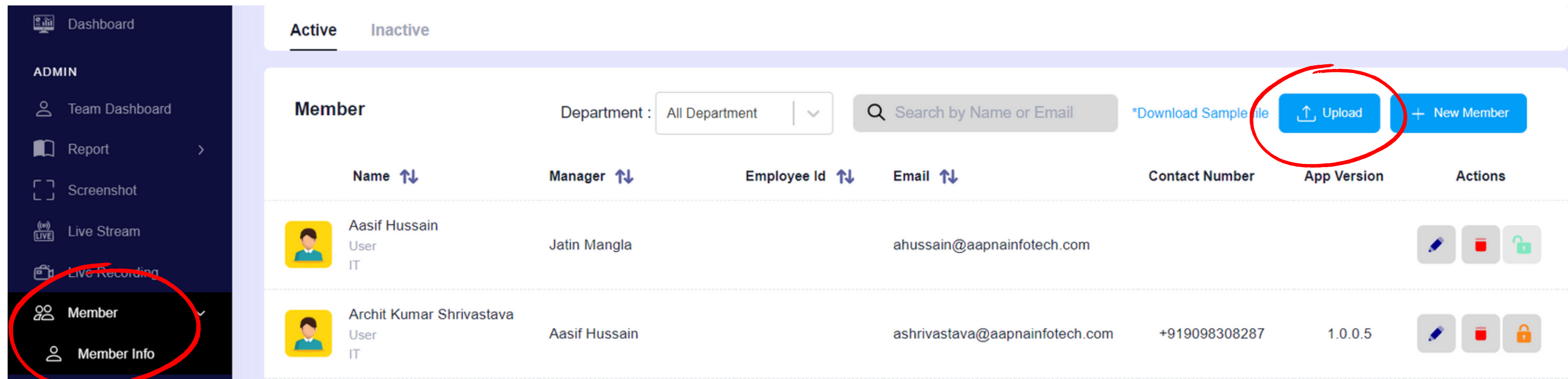
Fill in the essential details (Email & Full Name) for your users in the downloaded file. Other fields are optional.

	Email	FullName	ManagerEmail	ContactNo	Address	BaseLocation
2	testingcase4@getnada.com	testingCase	test@aapnainfotech.com	9876543210	Dwarka	Delhi
3	testingcase3@getnada.com	testingcaseee				

Mandatory Fields
Optional Fields

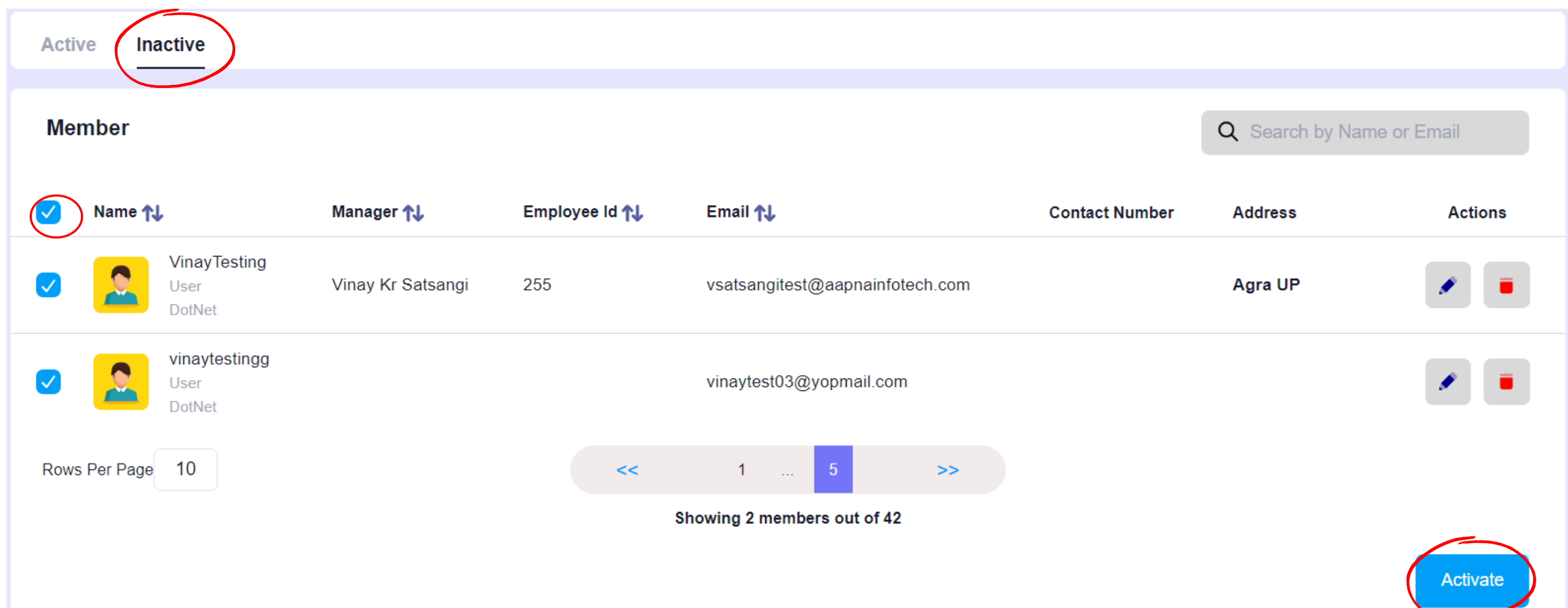
Upload

Upload the completed sheet to the web app.



3 Send Activation Email

After a user is added, they will be placed in the inactive section. To activate users, select them all and click the "Activate" button.



4 Activate The User

Users will receive an 'Account Activation' email. They have to simply click on the 'Activate' button to proceed to the account activation page.

