

# PROCEDURE TO SET ADMINISTRATOR RIGHTS TO USERS

In Some centers, they are not providing the rights to user to do some work like install and etc. So we have to give administrator's rights to user accounts. First you have to Logoff from the user account. And login to administrator account. (In some system, there may not show the administrator login. So you have to ask the name of administrator login id and its password with that center guys or owner). Follow all the procedures given in below. After this you have to logoff from administrator and login to user account and install our program.

## STEPS TO REMOVE THE ADMINISTRATOR RIGHTS

After the installation of our program, again logoff with user and login to Administrator login and follow these steps up to step 9. In the step 9 it will show the window as step 15. In this window select the administrator and give remove and give Apply then OK.

### Step 1

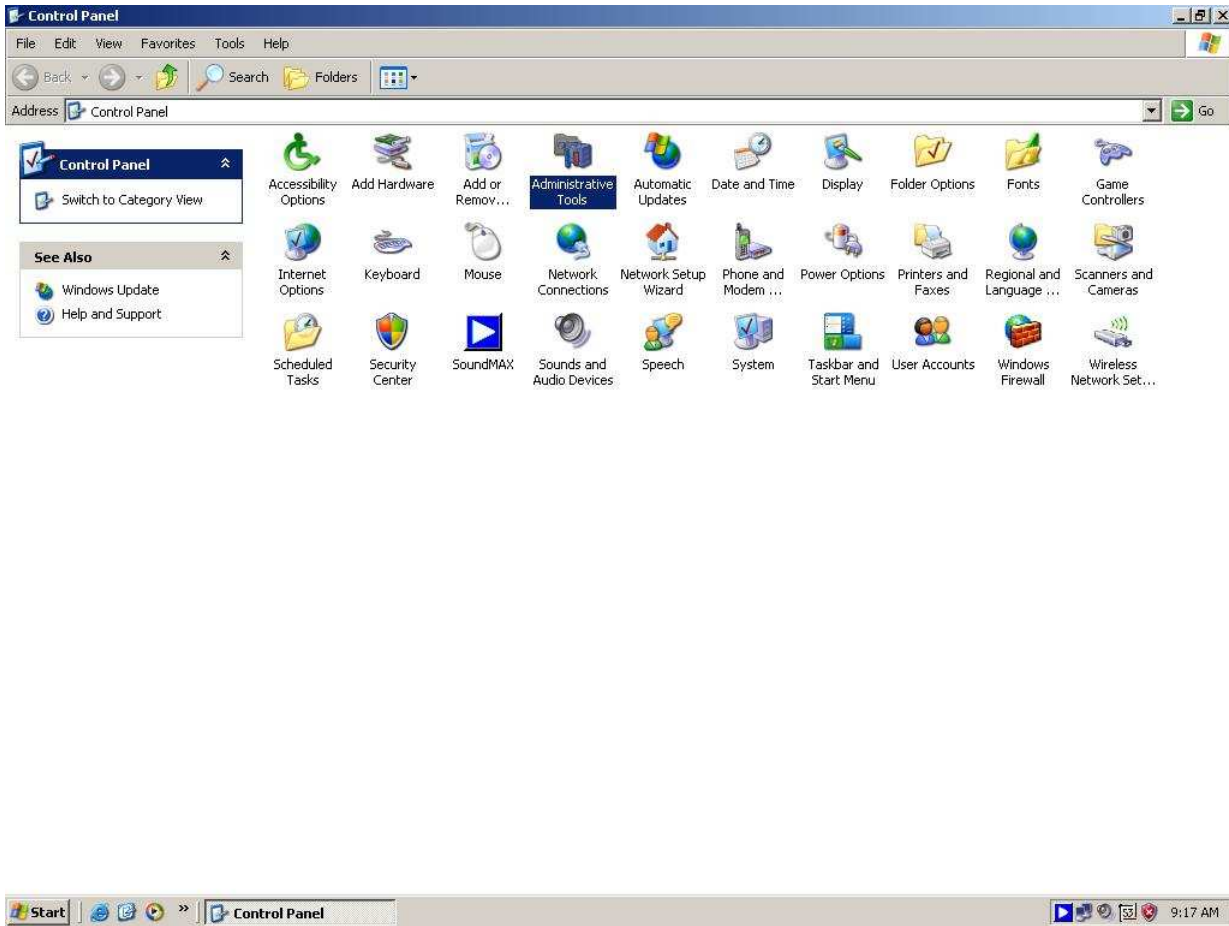


Start menu

Settings

Control panel ← click it

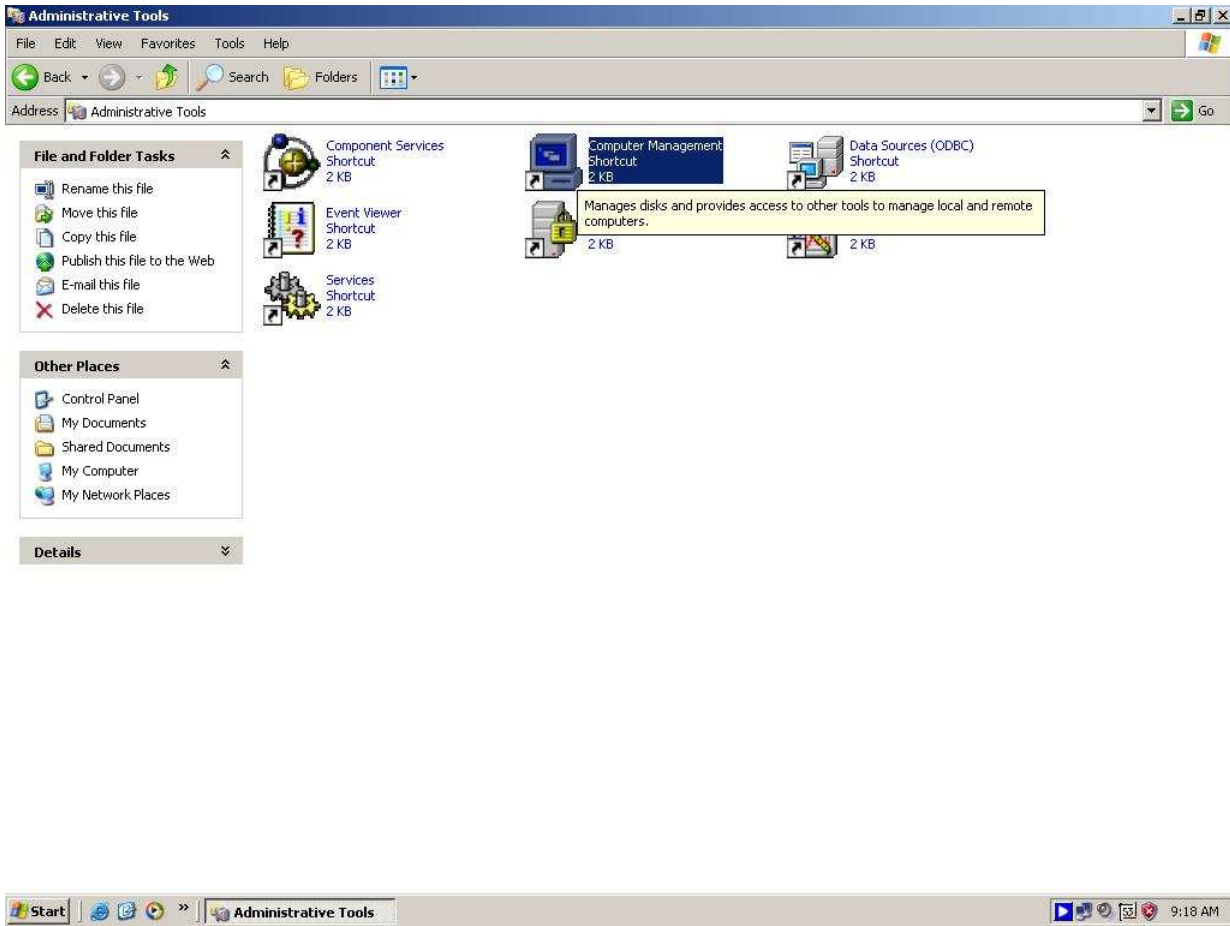
## Step2



In Control Panel

Select Administrative tools and double click it

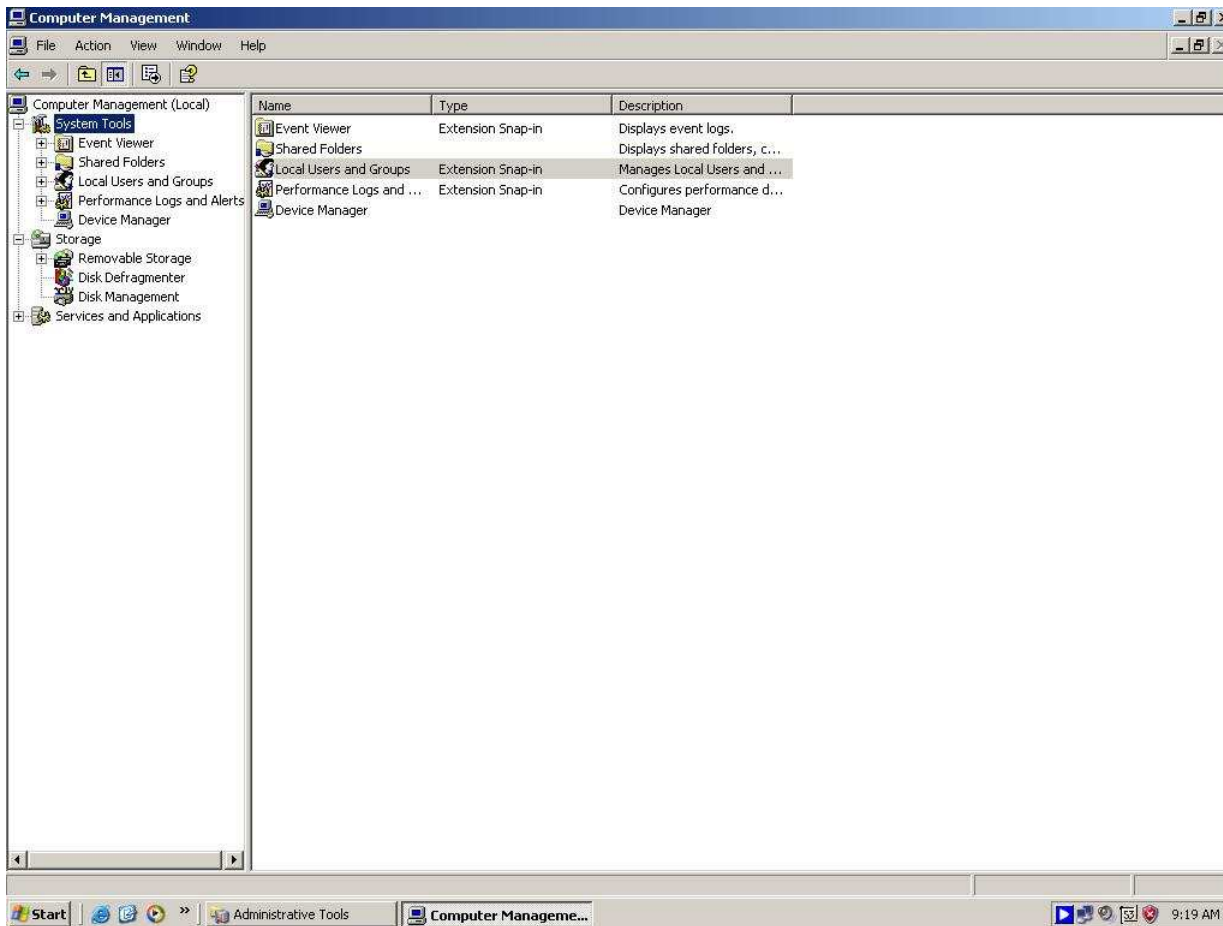
## Step 3



In Administrative tools

Select Computer Management and double click it

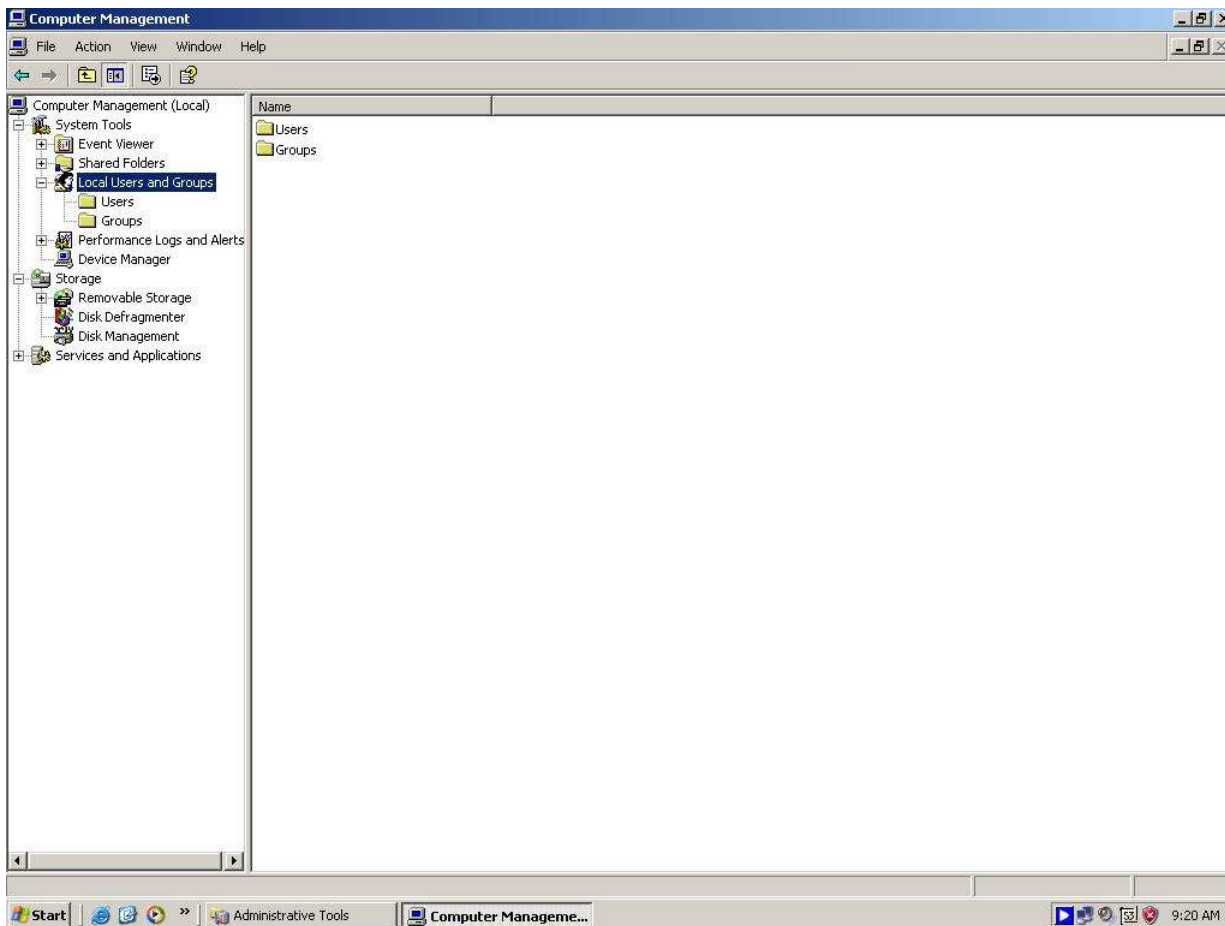
## Step 4



In computer management

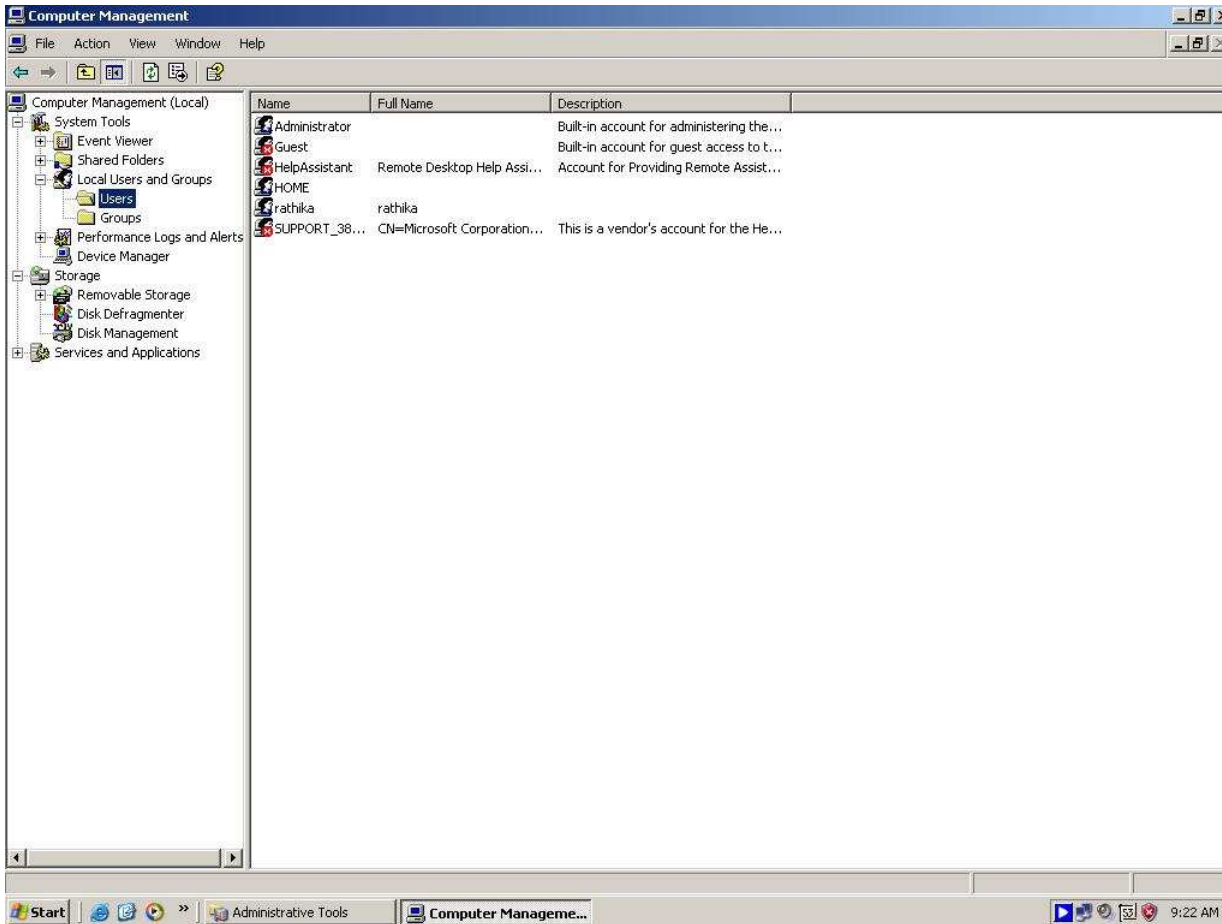
Select System Tools and view list

## Step 5



Select Local users and groups and view lists

## Step6

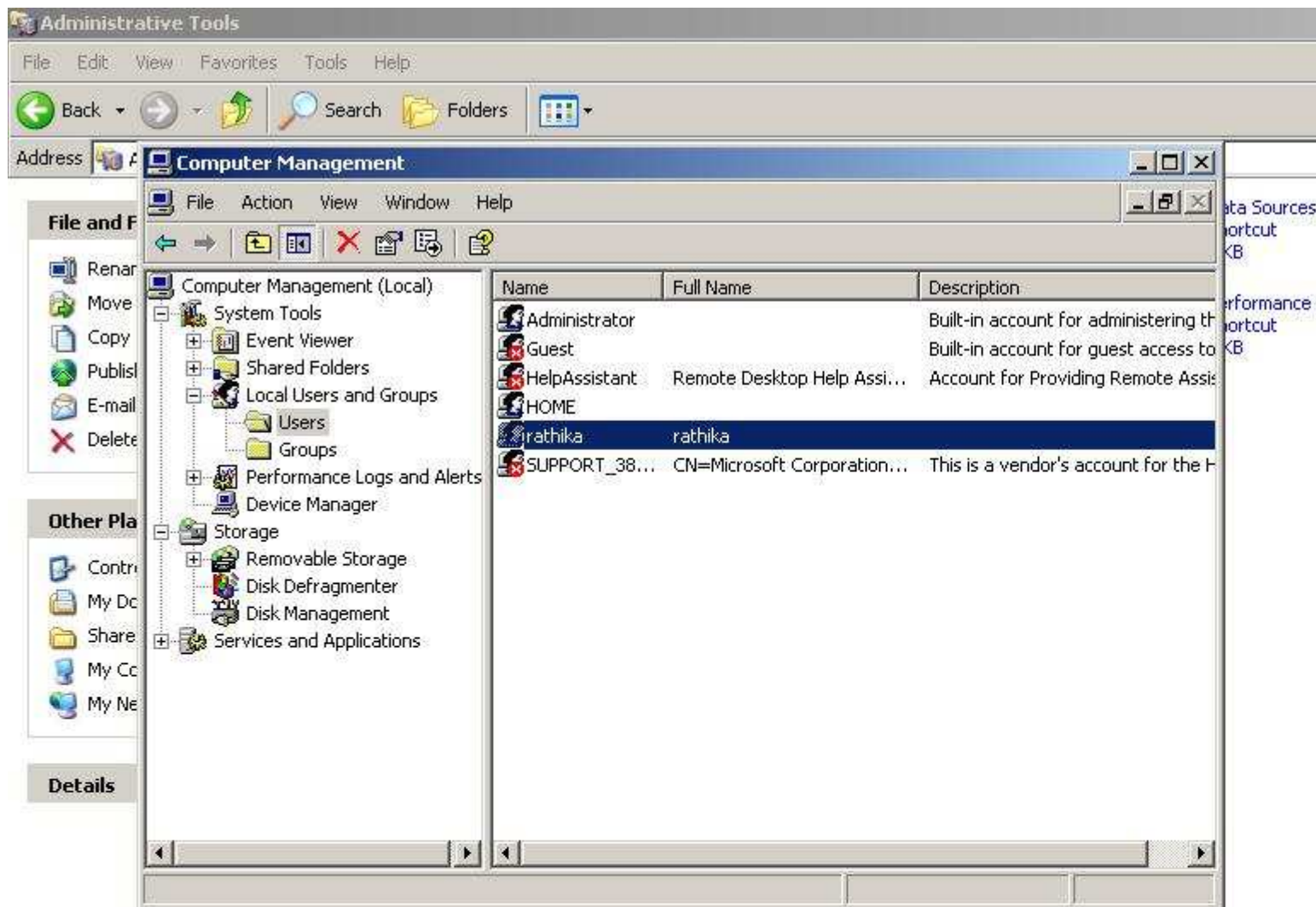


Select users and you can view the details in right side column

Then select the user name which you have to give rights if there may have more than one user you have to repeat the steps again from here after finishing every user.

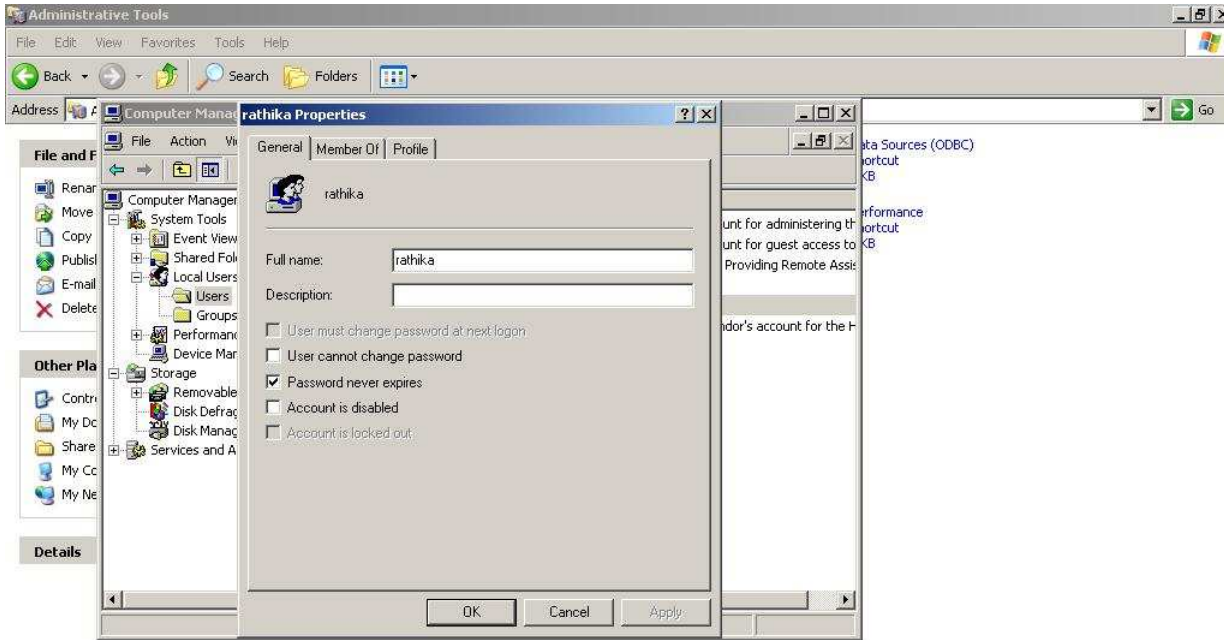
Here rathika is the user name, so select it and double click it.

## Step 7



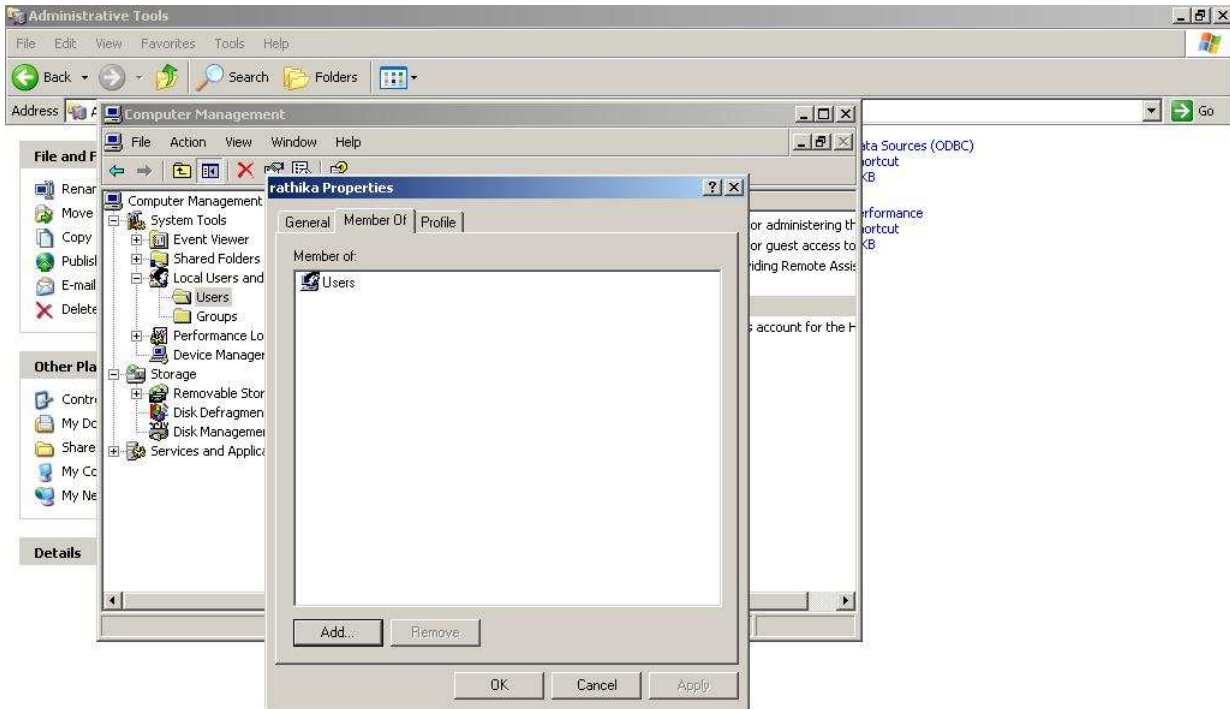
While double clicking username (rathika) , username properties windows will opens.

## Step 8



Then select “member of” menu in properties

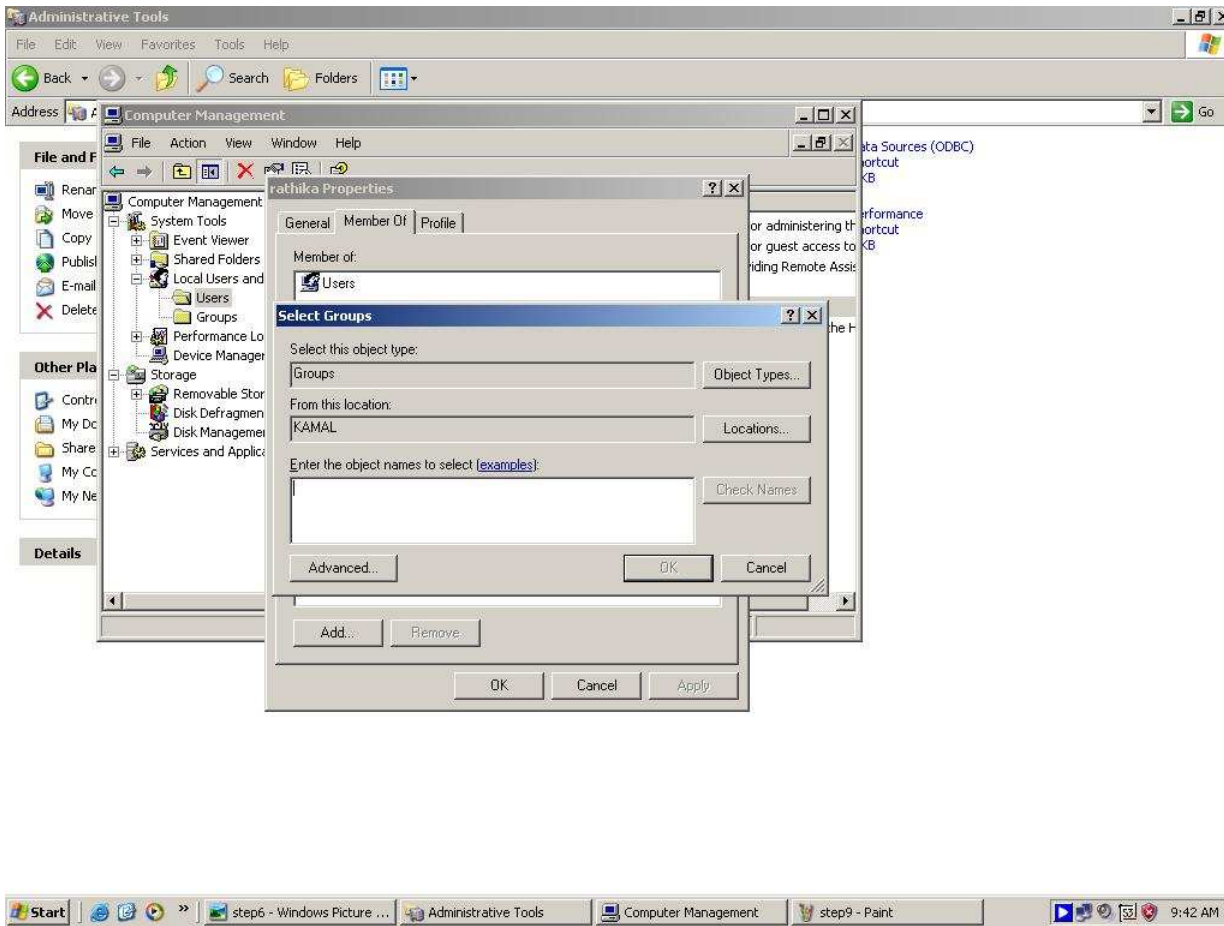
## Step 9



In member of menu you can view the list of members with this user.

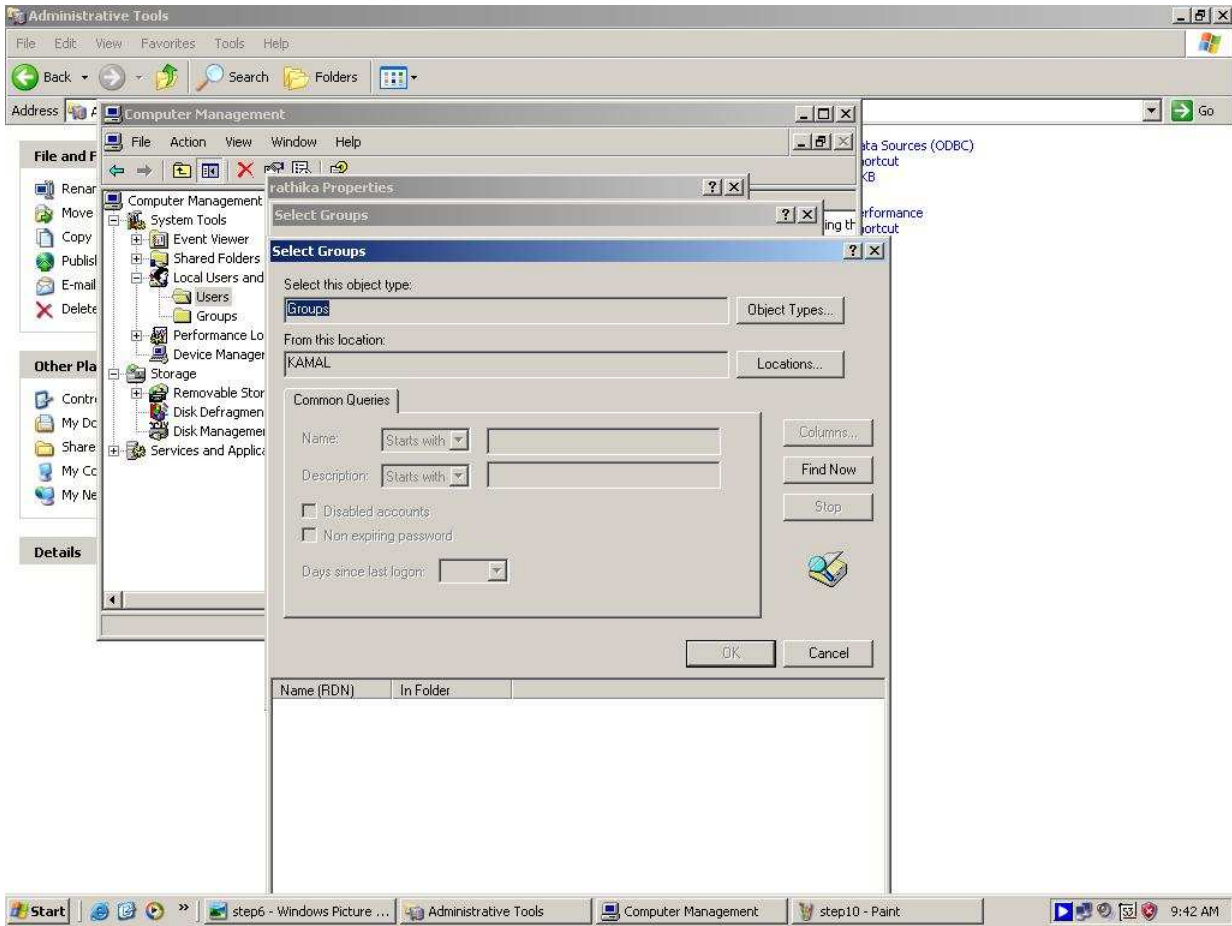
Then select Add

## Step 10



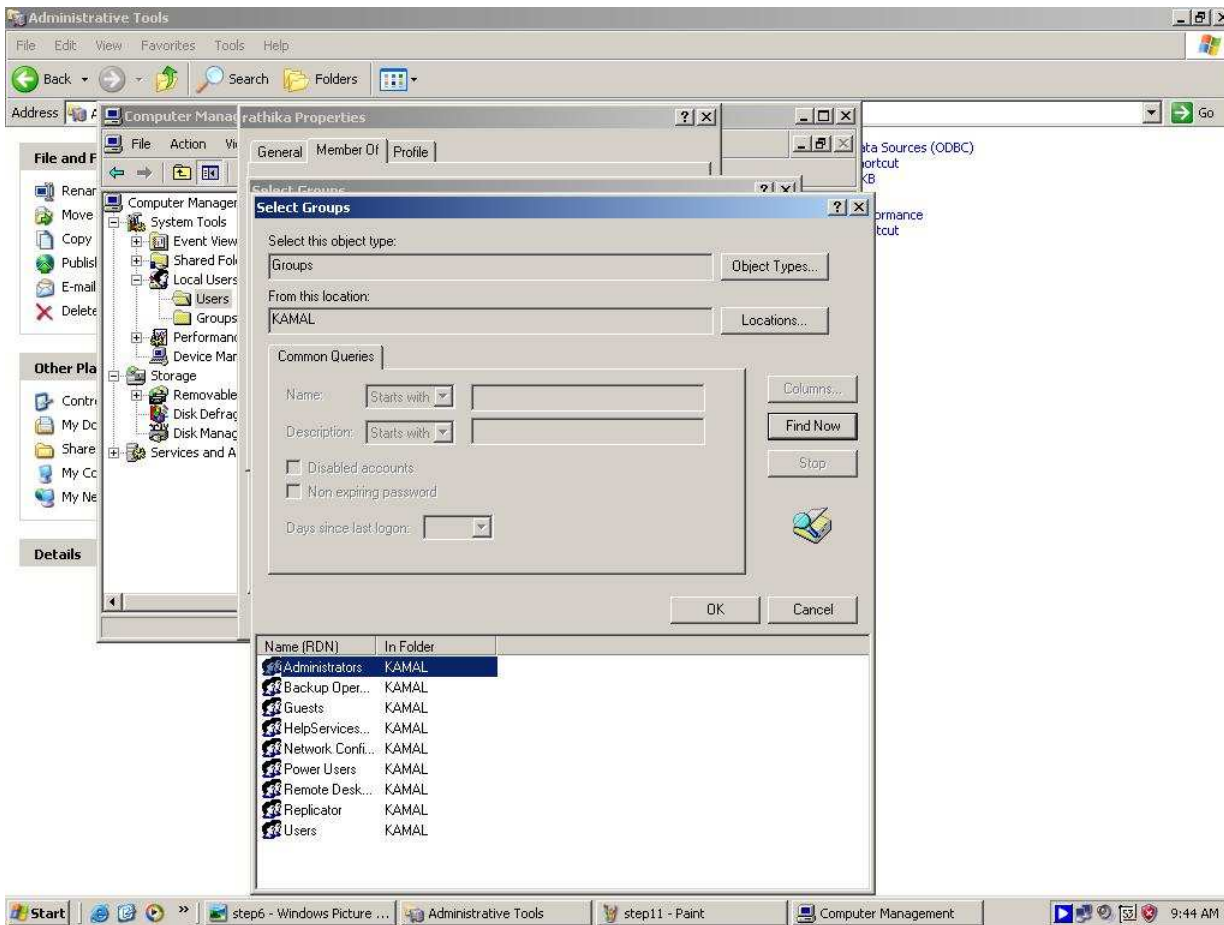
In this window you have to choose Advanced... menu

# Step 11



In this Window Select Find Now menu

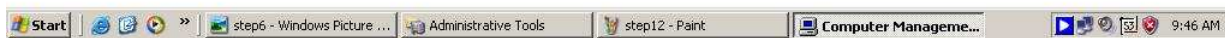
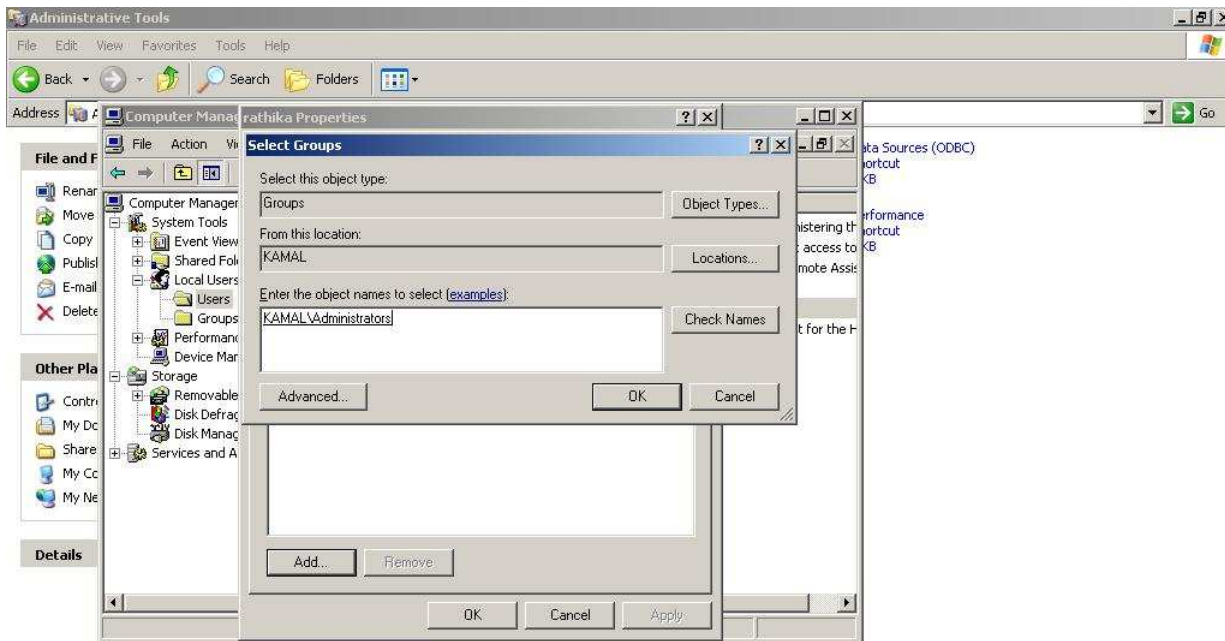
## Step 12



There will be a list.( it will differ from system to system)

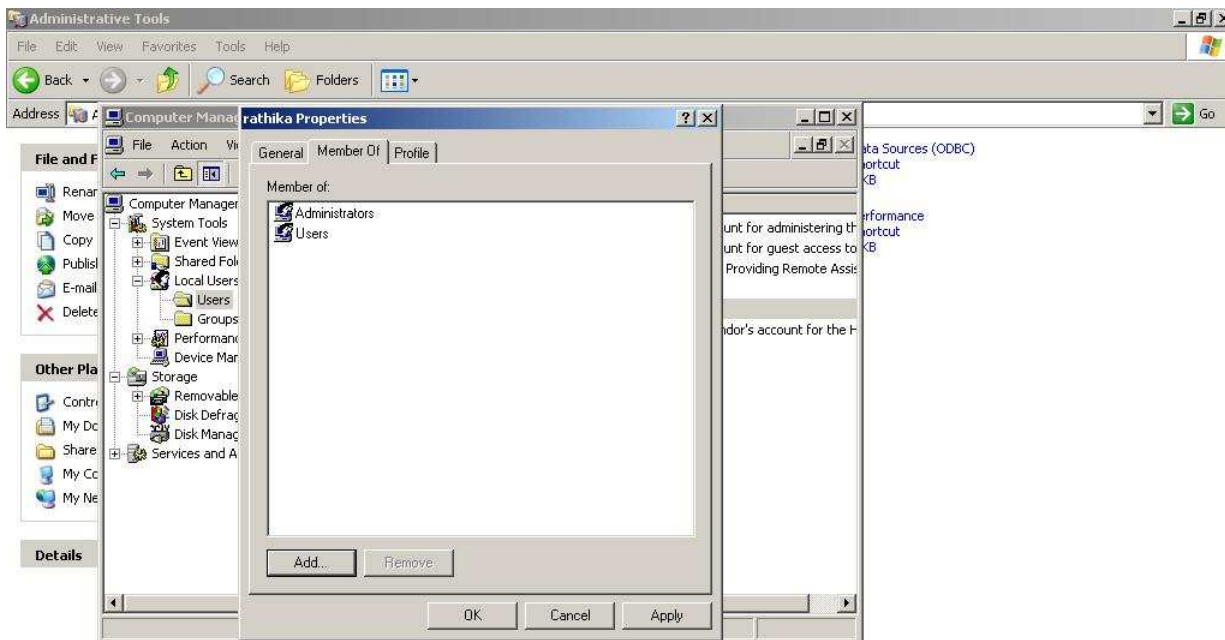
In this---- you have to select Administrator (it may common)  
And give ok

## Step 13



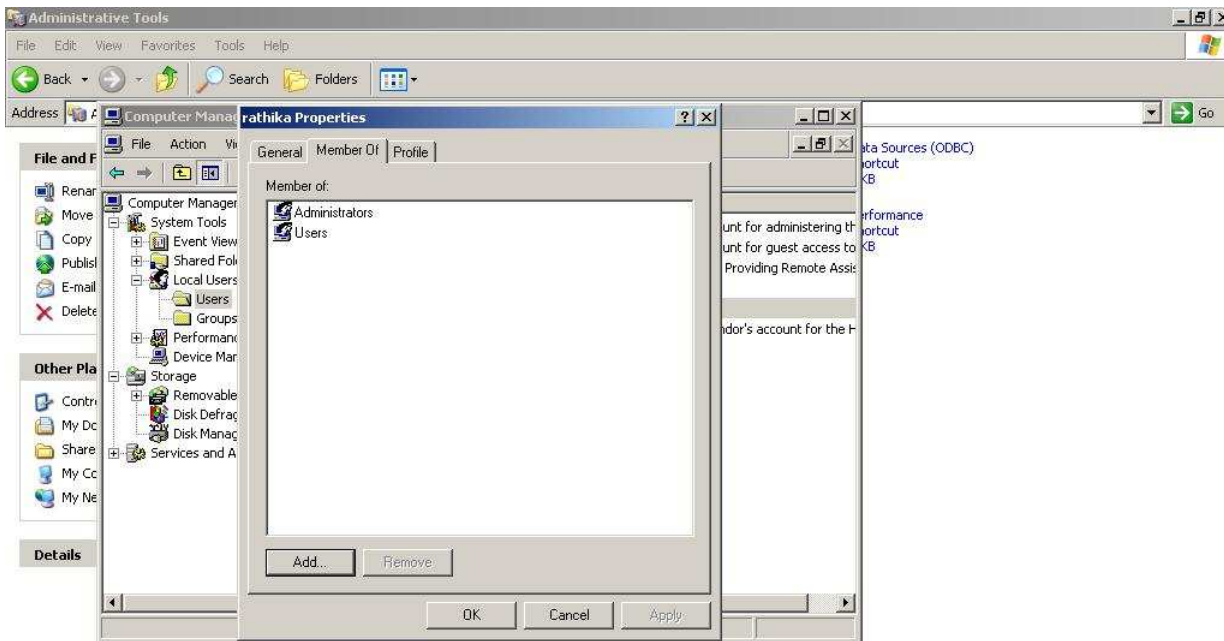
In this window give OK

## Step 14



You can view the list of members like this.  
Then Click Apply

## Step 15



Then Click OK.

It will Show the window again as Step 7.

If in some system there will be more than a user. So you have to repeat to give administrator rights to all of them and also install our software and programs in all user accounts.