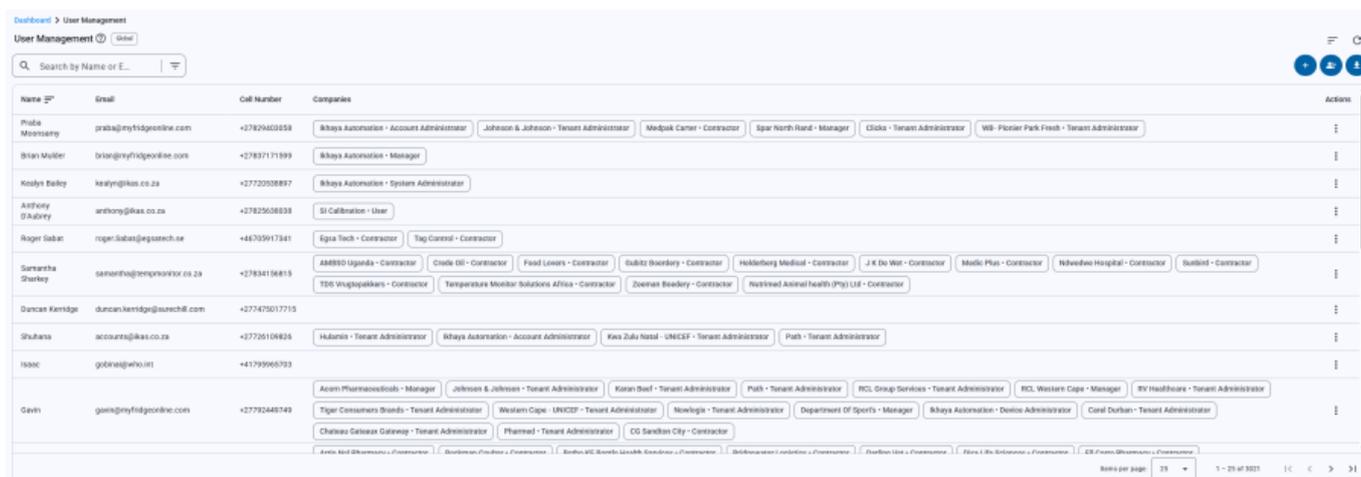


# Global Users

## Overview

This page allows authorized users to **view, search, sort, and manage system users**. It is designed for administrators and managers who need to maintain user accounts, roles, and access.



## Page Layout

The page is divided into two main sections:

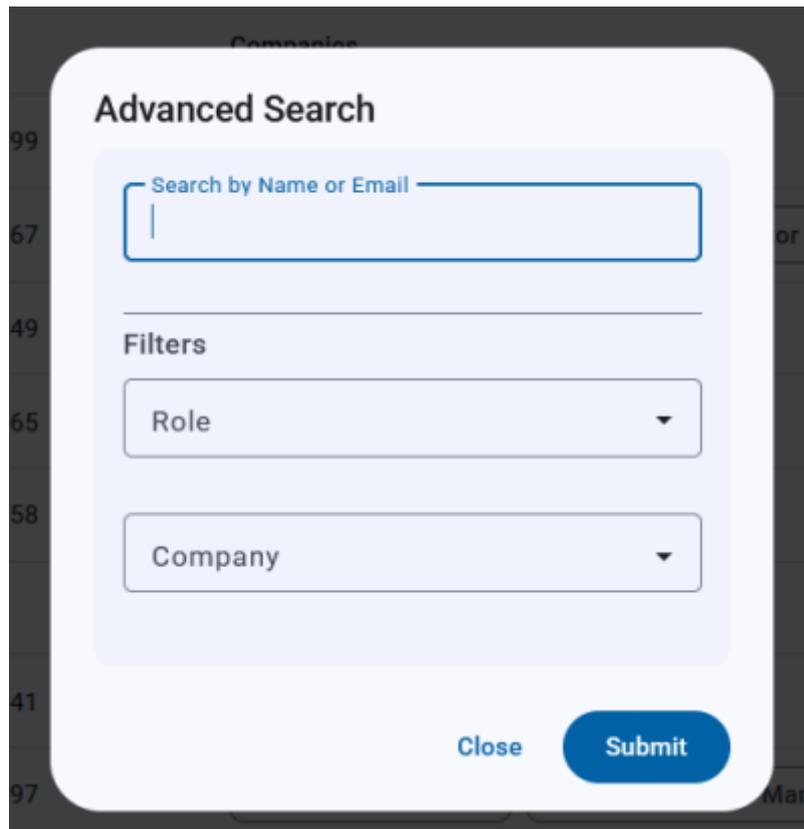
- **Header Section** – Search, filters, and action buttons
- **Grid Section** – A paginated table listing users and their details

## Header Section

The header provides tools to quickly find and manage users.

### Search & Filters

- Use the **search bar** to look up users by name, email, or other supported fields.
- Advanced filters may be available depending on configuration.
- Active filters are displayed so you can easily see what is applied.



## Action Buttons

Depending on your permissions, you may see buttons such as:

- Create a new user
- Export user data
- Perform bulk actions

**Note:** Available actions depend on your assigned permissions.



## User Grid

The grid displays a list of users and supports server-side pagination and sorting.

### Grid Features

- **Pagination** – Navigate through pages of users
- **Sorting** – Click column headers to sort data
- **Loading Indicator** – Displays while data is being fetched

- **Read-only Rows** – Rows cannot be selected or edited directly by clicking

## Page Size Options

You can control how many users are shown per page:

- 25 users
- 50 users
- 100 users

## Accounts & Roles Column

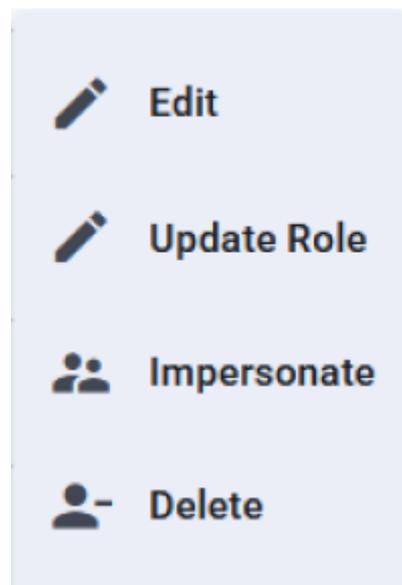
Each user may belong to one or more accounts.

- Accounts are displayed as **chips**
- Each chip shows:
  - Account name
  - Assigned role
  - Disabled chips indicate accounts where the user's membership is inactive

This allows you to quickly understand a user's access across the system.

## User Options Menu

Each row includes an **Options ( ⋮ ) menu**. The available actions depend on your permissions and whether the user is yourself.



## Available Actions

## Edit User

- Update basic user details
- Available only to users with edit permissions

## Update Roles

- Modify the user's roles and account memberships

## Impersonate User

- Temporarily log in as another user
- Disabled when impersonating yourself
- Hidden while already impersonating

## Delete User

- Permanently remove a user
- Disabled for your own account

**Warning:** Deleting a user cannot be undone.

## Permissions & Visibility

All actions on this page are protected by permission checks:

- Buttons and menu items are only visible if you are authorized
- Some actions are conditionally hidden to prevent unsafe operations (for example, deleting yourself)

If you do not see an action, you may not have the required permission.

## Typical User Workflow

- Search for a user using the header search
- Review account memberships and roles in the grid
- Open the options menu for the desired user
- Perform the required action (edit, update roles, impersonate, or delete)

## Tips

- Use sorting to quickly find recently added or updated users

- Increase page size when working with large user lists
- Always verify roles before impersonating or deleting users

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