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## Manage Users

Use the Manage Users screen to add, edit, or delete users and user groups from the vManage NMS.

Only a user logged in as the **admin** user or a user who has Manage Users write permission can add, edit, or delete users and user groups from the vManage NMS.

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## Screen Elements

- Top bar—On the left are the menu icon, for expanding and collapsing the vManage menu, and the vManage product name. On the right are a number of icons and the user profile drop-down.
- Title bar—Includes the title of the screen, Manage Users.
- Users tab—Add, edit, or delete users who are allowed to perform operations on the vManage NMS.
  - Add User: Add a new user.
  - Search box: Includes the Search Options drop-down, for a Contains or Match string.
  - Refresh icon: Click to refresh data in the device table with the most current data.
  - Table with list of users: To re-arrange the columns, drag the column title to the desired position.
- User Groups tab—Add, edit, or delete user groups.
  - Add User Group: Add a user group.
  - Group Name: Search for a user group. The list of user groups are displayed directly beneath Group Name in the left pane.
  - Edit: Edit the privilege levels for the selected user group.
  - Privilege level table: Displays privilege levels for the user group selected in the Group Name field.



Menu

vManager Users Table

CloudExpress Tasks Alarms Help User Profile

Cisco vManager

ADMINISTRATION | MANAGE USERS

Users User Groups

Add User

Search Options

Total Rows: 10

Name	Username	User Groups	
admin	admin		...
adminu	adminu	admingroup	...
certificates	certificates	certificateswrite	...
manageusers	manageusers	manageuserswrite	...
op	op	operator	...
policyconfiguration	policyconfiguration	policyconfigurationread	...
reader	reader	readonly	...
softwareupgrade	softwareupgrade	softwareupgradewrite	...
templateconfiguration	templateconfiguration	templateconfigurationre	...
tools	tools	toolsread	...

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## Add a User

To perform operations on a Viptela device, you configure usernames and passwords for users who are allowed to access the Viptela device. The Viptela software provides one standard username, **admin**, and you can also create custom usernames, as needed.

To add a user:

1. In the Users tab, click Add User.
2. In the Add User popup window, enter the full name, username, and password for the user. Note that uppercase characters are not allowed in usernames.
3. From the User Groups drop-down list, select the groups that the user will be a member of.
4. Click Add. The user is then listed in the user table.

## Delete a User

1. In the Users tab, select the user you wish to delete.
2. Click the More Actions icon to the right of the column and click Delete.



3. Click OK to confirm deletion of the user.

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## Edit User Details

1. In the Users tab, select the user whose details you wish to edit.
2. Click the More Actions icon to the right of the column and click Edit.
3. Edit login details, and add or remove the user from user groups.
4. Click Update.

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## Change User Password

1. In the Users tab, select the user whose password you wish to change.
2. Click the More Actions icon to the right of the column and click Change Password.
3. Enter, and then confirm, the new password. Note that the user, if logged in, is logged out.
4. Click Done.

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## Add a User Group

Users are placed in groups, which define the specific configuration and operational commands that the users are authorized to view and modify. A single user can be in one or more groups. The Viptela software provides three standard user groups, and you can also create custom user groups, as needed:

- **basic**—Includes users who have permission to view interface and system information.
- **netadmin**—Includes the admin user, by default, who can perform all operations on the vManage NMS. You can add other users to this group.
- **operator**—Includes users who have permission only to view information.

To add a user group:

1. In the User Groups tab, click Add User Group.
2. In the Add User Group popup window, enter the user group name and select the desired read and write permissions for each feature. Note that uppercase characters are not allowed in user group names.
3. Click OK. The user group is then listed in the left pane.

Each user group can have read or write permission for the features listed below. Write permission includes read permission.



Note: All user groups, regardless of the read or write permissions selected, can view the information displayed in the vManage Dashboard screen.

Feature	Read Permission	Write Permission
Alarms	Set alarm filters and view alarms generated on Viptela devices on the Monitor ► Alarms screen.	No additional permissions.
Audit Log	Set audit log filters and view a log of all activities on Viptela devices on the Monitor ► Audit Log screen.	No additional permissions.
Certificates	View a list of vEdge routers in the overlay network on the Configuration ► Certificates ► vEdge List screen.  View a CSR and certificate on the Configuration ► Certificates ► Controllers screen.	Validate and invalidate a vEdge router, stage a vEdge router, and send the serial number of valid controller devices to the vBond orchestrator on the Configuration ► Certificates ► vEdge List screen.  Generate a CSR, install a signed certificate, reset the RSA key pair, and invalidate a controller device on the Configuration ► Certificates ► Controllers screen.
Cluster	View information about services running on a vManage NMS, a list of devices connected to a vManage NMS, and the services that are available and running on all the vManage NMSs in the cluster on the Administration ► Cluster Management screen.	Change the IP address of the current vManage NMS, add a vManage NMS to the cluster, configure the statistics database, edit a vManage NMS, and remove a vManage NMS from the cluster on the Administration ► Cluster Management screen.
Device Inventory	View a vEdge router's running and local configuration, a log of template activities, and the status of attaching configuration templates to vEdge routers on the Configuration ► Devices ► vEdge List screen.  View the running and local configuration of a controller device, a log of template activities, and the status of attaching configuration templates to controller devices on the Configuration ► Devices ► Controllers screen.	Upload the vEdge router authorized serial number file to the vManage NMS, toggle a vEdge router from vManage configuration mode to CLI mode, copy a vEdge router's configuration, and delete a vEdge router from the network on the Configuration ► Devices ► vEdge List screen.  Add and delete controller devices from the overlay network, and edit the IP address and login credentials of a controller device on the Configuration ► Devices ► Controllers screen.
Device Monitoring	View the geographic location of Viptela devices on the Monitor ► Geography	Ping a device, run a traceroute, and analyze the traffic path for an IP packet on the Monitor ► Network ►



Feature	Read Permission	Write Permission
	<p>screen.</p> <p>View events that have occurred on Viptela devices on the Monitor ► Events screen.</p> <p>View a list of Viptela devices in the network, device status summary, DPI and cflowd flow information, TLOC loss, latency, and jitter information, control and tunnel connections, system status, and events on the Monitor ► Network screen (only if System is selected).</p>	<p>Troubleshooting screen (only if System is selected).</p>
Device Reboot	<p>View a list of devices on which the reboot operation can be performed on the Maintenance ► Device Reboot screen.</p>	<p>Reboot one or more Viptela device on the Maintenance ► Device Reboot screen.</p>
Interface	<p>View information about interfaces on a device on the Monitor ► Network ► Interface screen (only if Device Monitoring is selected).</p>	<p>Edit Chart Options to select the type of data to display, and edit the time period for which to display data on the Monitor ► Network ► Interface screen (only if Device Monitoring is selected).</p>
Manage Users	<p>View users and user groups on the Administration ► Manage Users screen.</p>	<p>Add, edit, and delete users and user groups from the vManage NMS, and edit user group privileges on the Administration ► Manage Users screen.</p>
Policy	<p>View common policies for all vSmart controllers or vEdge routers in the network on the Configuration ► Policy screen (only if Policy Configuration and Policy Deploy are selected).</p>	<p>Create, edit, and delete common policies for all vSmart controllers or vEdge routers in the network on the Configuration ► Policy screen (only if Policy Configuration and Policy Deploy are selected).</p>
Policy Configuration	<p>View list of policies created and details about them on the Configuration ► Policy screen (only if Policy is selected).</p>	<p>Create, edit, and delete common policies for all vSmart controllers and vEdge routers in the network on the Configuration ► Policy screen (only if Policy is selected).</p>
Policy Deploy	<p>View the current status of the vSmart controllers to which a policy is being applied on the Configuration ► Policy screen (only if Policy is selected).</p>	<p>Activate and deactivate common policies for all vSmart controllers in the network on the Configuration ► Policy screen (only if Policy is selected).</p>
Routing	<p>View real-time routing information for a device on the Monitor ► Network ► Real-Time screen (only if Device Monitoring is selected).</p>	<p>Add command filters to speed up the display of information on the Monitor ► Network ► Real-Time screen (only if Device Monitoring is selected).</p>



Feature	Read Permission	Write Permission
	selected).	
Settings	View the organization name, vBond DNS/IP address, certificate authorization settings, software version enforced on a vEdge router, custom banner on the vManage login screen, and the current settings for collecting statistics on the Administration ► Settings screen.	Edit the organization name, vBond DNS/IP address, certificate authorization settings, software version enforced on a vEdge router, custom banner on the vManage login screen, current settings for collecting statistics, generate a Certificate Signing Request (CSR) for a web server certificate, and install a certificate on the Administration ► Settings screen.
Software Upgrade	View a list of Viptela devices on which software upgrade can be performed and the current software version running on a device on the Maintenance ► Software Upgrade screen.	Upload new software images on Viptela devices, upgrade, activate, and delete a software image on a device, and set a software image to be the default image on a Viptela device on the Maintenance ► Software Upgrade screen.
System	View system-wide parameters configured using vManage templates on the Configuration ► Templates ► System screen (only if Device Monitoring is selected).	Configure system-wide parameters using vManage templates on the Configuration ► Templates ► System screen (only if Device Monitoring is selected).
Template Configuration	View feature and device templates on the Configuration ► Templates screen.	Create, edit, delete, and copy a feature or device template on the Configuration ► Templates screen.
Template Deploy	View devices attached to a device template on the Configuration ► Templates screen.	Attach a device to a device template on the Configuration ► Templates screen.
Tools	Use the Admin Tech command to collect system status information for a device on the Tools ► Operational Commands screen.	<p>Use the Admin Tech command to collect system status information for a device, and use the Interface Reset command to shut down and then restart an interface on a device in a single operation on the Tools ► Operational Commands screen.</p> <p>Rediscover the network to locate new devices and synchronize them with the vManage NMS on the Tools ► Rediscover Network screen.</p> <p>Establish an SSH session to a Viptela device and issue CLI commands on the Tools ► SSH Terminal screen.</p>

## Delete a User Group

1. In the User Groups tab, click the name of the user group you wish to delete. Note that you cannot delete any of the



three standard user groups—basic, netadmin, and operator.

2. Click the Trash icon.
3. Click OK to confirm deletion of the user group.

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## Edit User Group Privileges

1. In the User Groups tab, select the name of the user group whose privileges you wish to edit. Note that you cannot edit privileges for the three standard user groups—basic, netadmin, and operator.
2. Click the Edit button located directly above the privilege level table, and edit privileges as needed.
3. Click Save.

If an **admin** user changes the privileges of a user by changing their group, and if that user is currently logged in to the device, the user is logged out and must log back in again.

