General Initial Configuration

Changing Default Administrator Password

Changing the default administrator credentials is necessary to secure your system from unauthorized access.

To change default administrator account:

1. Login as existing administrator (admin/admin01)
2. Go to blocked URL **> Settings > Control Panel > Users**
3. Select administrator account and click **Edit**
4. Change the password
5. Add email and other user information
6. Click **Save**.

You can also add more admin accounts and delete the default one. To see more details about managing your account, see My Account. To learn more about managing users, go to Managing Users.

> ⊘ **Tip**
>
> Adding email to an admin account will ensure that the admin gets critical system messages such as license messages, low disk space etc.

Creating Users

To enable multiple users to access NetVizura, you need to create user accounts.

To add a new user:

1. Click **+Add**
2. Insert user's **Login and Contact Information** into appropriate fields.

   ℹ First name, Last name, Username and Password are mandatory fields.
3. Choose the **Permissions** from the drop-down lists
4. Click **Save**.

For more details on managing users, go to Managing Users page.

> ⊘ Adding email to an account will allow the user to be added as a recipient of email alarms in NetVizura modules.

Configuring SNMP Policies

After configuring your devices and installing NetVizura you should:

1. Add policies (SNMP configuration) for accessing your devices.
   This allows getting useful information from your devices like its name and its interface names. For more information on policies and how to add them, go to article Configuring SNMP Policies.
2. Add policies to your network devices and check if policies are working.
   For more information on devices and policy testing, go to article Configuring Devices.

Enabling Email Notifications

Set NetVizura email account to get notifications like system alarms, license info and module alarms. This will allow you to get notifications like system alarms, license info and module alarms. For more information, go to article Configuring E-Mail.