




LatinoConnect Business Feature



Sub-user profile creation

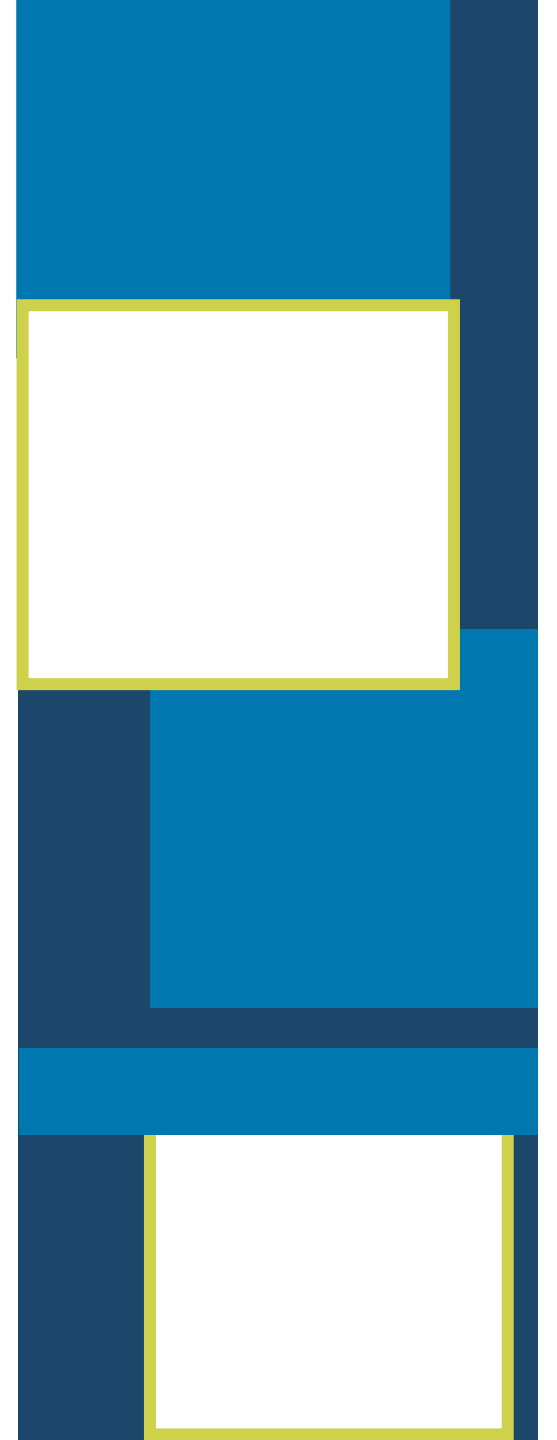




LatinoConnect will allow the assigned Account Administrator to create sub-users and grant customized online access.

5 easy steps to create Sub-users!

1. Access **LatinoConnect**
2. Click on “**Manage Users**”
3. Create the **role(s)**
4. Create user(s) and **assign a role**
5. **Notify** the user of their access

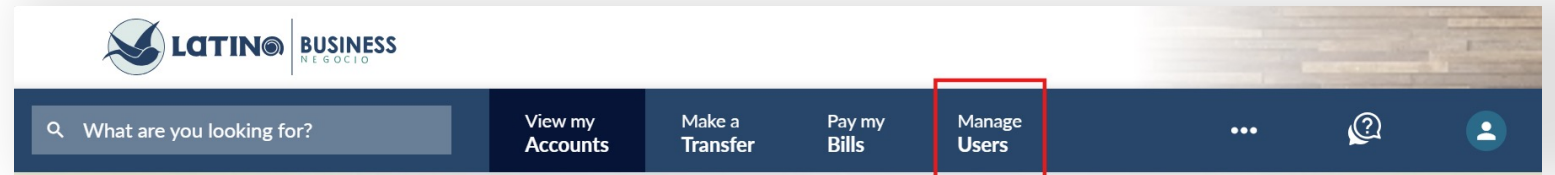


What is a Role?

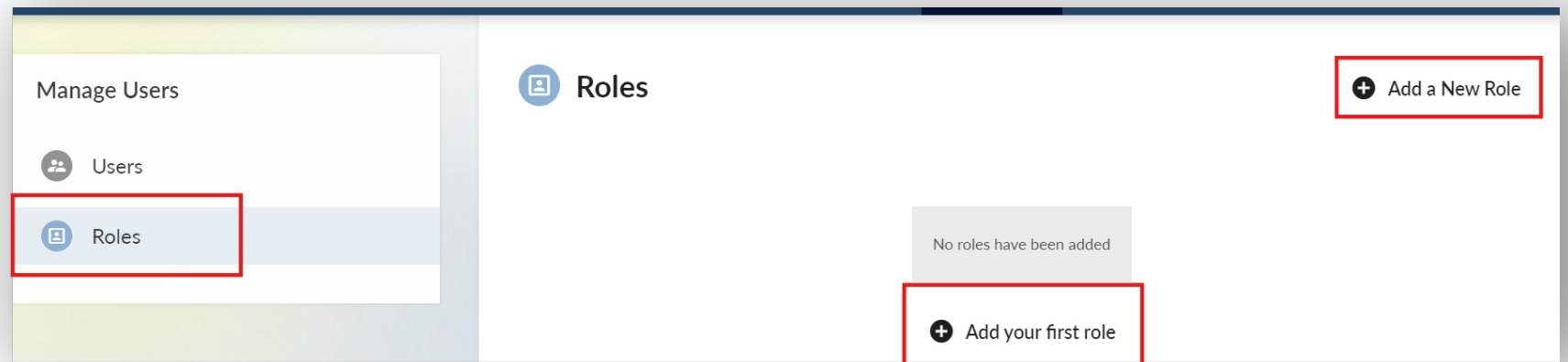
A Role is the position and level of access that the business account administrator assigns a person, so that they may have access to the LatinoConnect platform.

How to create it

1. Click “Manage Users”



2. Click “Roles” and Click “Add a new role”.

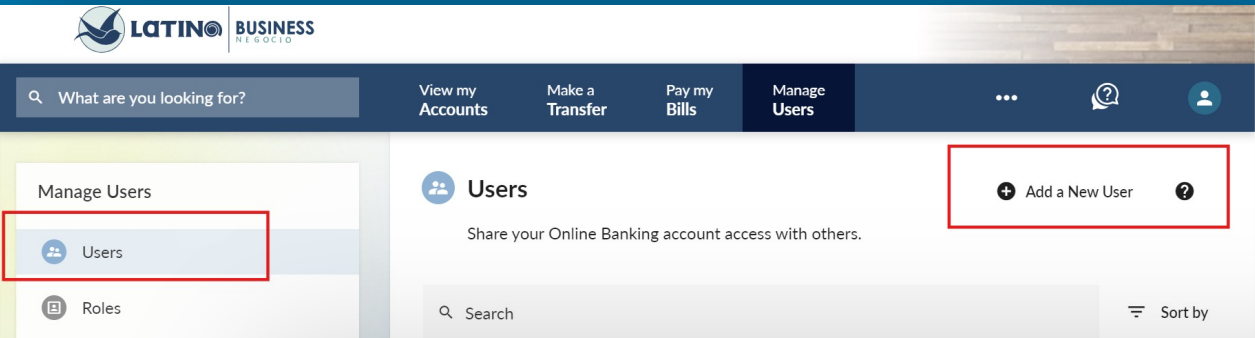


Creating a User

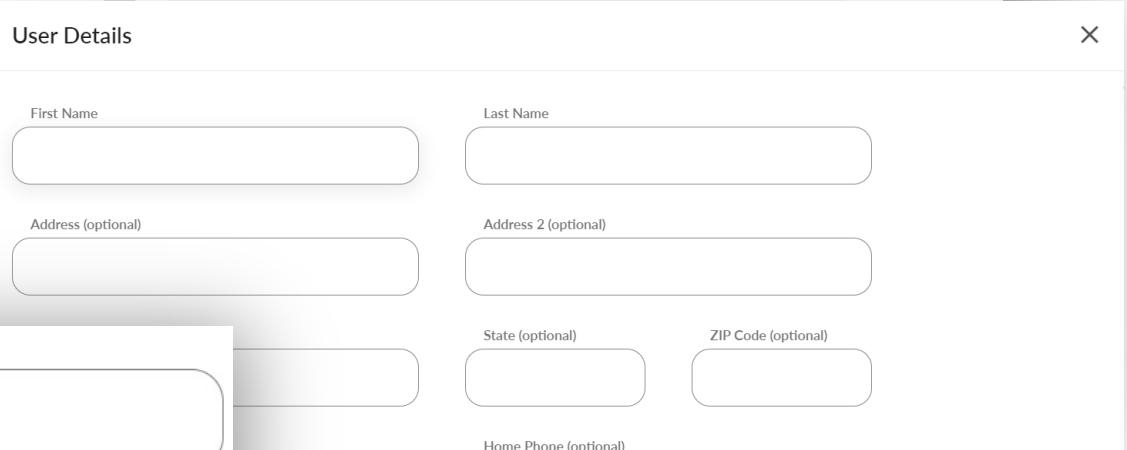
A user can be created/managed in the same tabs as the roles

1. Click “**Users**” and then click “**Add a new user**”
2. Fill all the **required fields** and assign one of the previously created roles
3. Provide the user with the “**username**” created

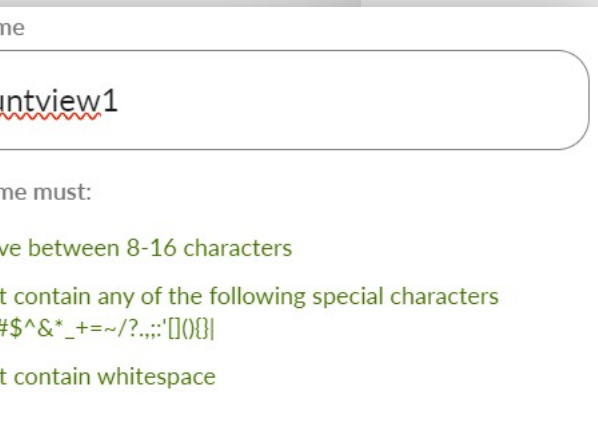
1.



2.



3.



Username

Accountview1

Username must:

- ✓ Have between 8-16 characters
- ✓ Not contain any of the following special characters
!@#\$%^&* _+=~/?.,;:'"[]{}|
- ✓ Not contain whitespace



New Features

Add and remove permissions

Restrict and set limits

Grant permissions to all or some accounts

Full customizable to fit your needs

Enjoy your finances with the convenience you seek all
in one place



