

## User Profile Properties

The first tab of the user-profile window provides access to the general properties of an user.

Field	Description
<b>Name</b>	Enter the user name. The user name can be chosen freely. This is the name used for the formal log-in procedure.
<b>Firstname</b>	Enter the first name of the employee who is the user.
<b>Lastname</b>	Enter the surname of the employee who is the user.
<b>E-mail</b>	Enter the e-mail address at which the user will receive messages (e.g. about the assignment of new tasks).
<b>Blocked</b>	This check box indicates if a user is being blocked at the moment. A blocked user is not able to login.
<b>Last login</b>	This field indicates the date and time of the last login.
<b>Login Count</b>	The number of logins to TIM is documented here.
<b>Client Language</b>	The selected language for a user is indicated in this field.
<b>Groups</b>	The group membership of an user is depicted here.

Field	Description
<b>Roles</b>	Roles and rights of a user can be assigned using this field. Several entries can be selected simultaneously by clicking on them while holding down the “ctrl” key. For further information, please refer to <a href="#">rights</a>

The following fields are mandatory to provide full unrestricted access: Name, Firstname, Lastname, E-mail.

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