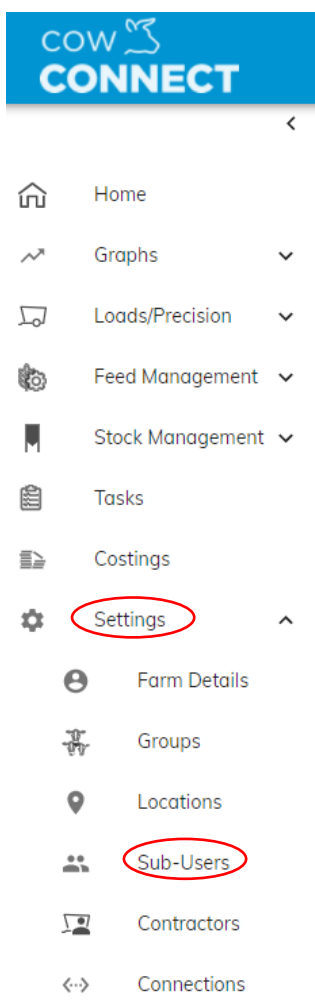


Add a sub-user to your CowConnect account

Note! Once you have added a sub-user an autogenerated email will be sent to this sub-user. The email will be sent from “Intellync Exchange” called **Invitation to Dairy**, containing a link and some guidance on how to get started as a sub-user.

Step 1

In the left menu, go to “Settings” and then choose “Sub-Users”.



CowConnect Contact Details:

www.cowconnect.net

sales@cowconnect.net

+45 30 74 00 50

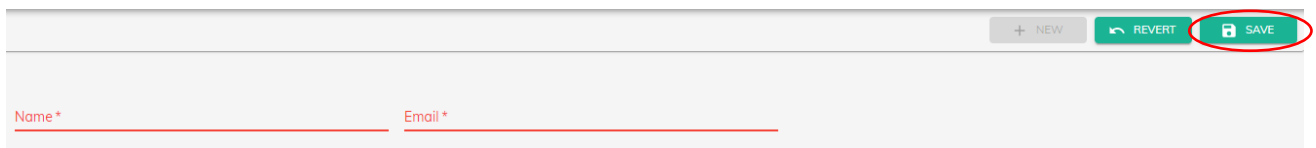
Step 2

Press the green “+ New” and enter a name and an e-mail.

Now the “Save” button will turn green and you can press it.

If you need to add

If you need to add more sub-users, you just press “+ New” again and enter name and e-mail.



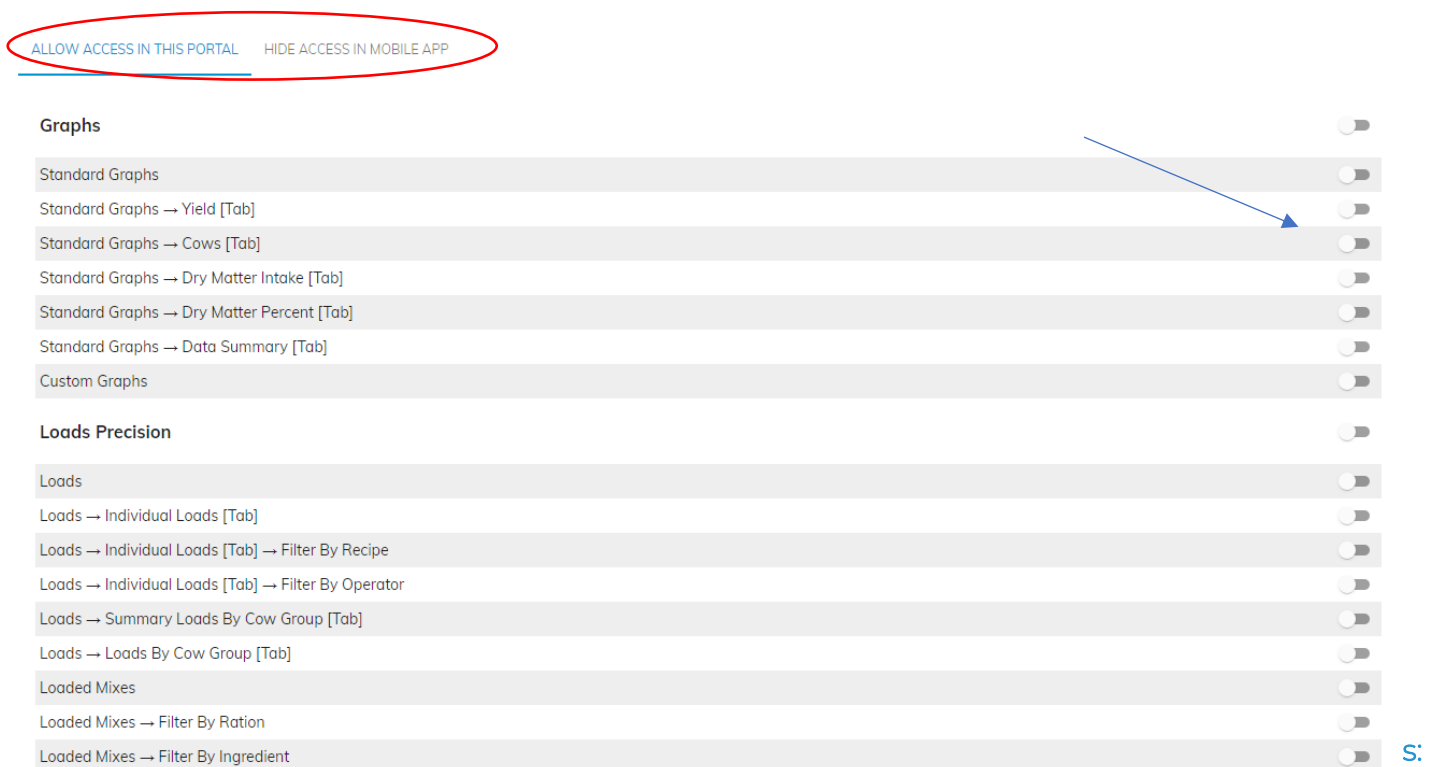
A screenshot of a web form for creating a new user. At the top right, there are three buttons: a grey "+ NEW" button, a green "REVERT" button with a circular arrow icon, and a green "SAVE" button with a floppy disk icon. The "SAVE" button is circled in red. Below the buttons, there are two input fields: "Name *" and "Email *", both with red asterisks indicating they are required. The fields are currently empty.

Step 3

After pressing save you get to choose which access you want your sub-user to have and which one you want to hide.

In the top of your screen, you can edit the access both in the portal and in the app.

On the right-hand side, you can switch each category on and off as you wish.



A screenshot of the user access configuration screen. At the top, there are two tabs: "ALLOW ACCESS IN THIS PORTAL" and "HIDE ACCESS IN MOBILE APP". The "ALLOW ACCESS IN THIS PORTAL" tab is selected and circled in red. Below the tabs, there are two main sections: "Graphs" and "Loads Precision". Each section has a list of items with a toggle switch on the right. In the "Graphs" section, a blue arrow points to the toggle switch for "Standard Graphs → Cows [Tab]". The "Loads Precision" section has a toggle switch for "Loads" that is currently turned off. The "S:" logo is visible in the bottom right corner.

Category	Item	Toggle
Graphs	Standard Graphs	On
	Standard Graphs → Yield [Tab]	On
	Standard Graphs → Cows [Tab]	On
	Standard Graphs → Dry Matter Intake [Tab]	On
	Standard Graphs → Dry Matter Percent [Tab]	On
	Standard Graphs → Data Summary [Tab]	On
	Custom Graphs	On
Loads Precision	Loads	Off
	Loads → Individual Loads [Tab]	On
	Loads → Individual Loads [Tab] → Filter By Recipe	On
	Loads → Individual Loads [Tab] → Filter By Operator	On
	Loads → Summary Loads By Cow Group [Tab]	On
	Loads → Loads By Cow Group [Tab]	On
	Loaded Mixes	On
	Loaded Mixes → Filter By Ration	On
Loaded Mixes → Filter By Ingredient	On	