

Adding superadmin user

Creating Superadmin user:

1. Login to the server from Cpanel or DirectAdmin or Plesk or Filezilla (FTP) or similar panels.
2. Open **.env** file with the file editor. **.env** file is present inside the UltimatePOS directory
3. Inside the env file, you will find "**ADMINISTRATOR_USERNAMES**" configuration. Add the username of the user which you want to make as superadmin.

Example if you want "user1" to be superadmin then add it like below:

ADMINISTRATOR_USERNAMES="user1"

NOTE: user1 mentioned here is for example only and the username is case sensitive.

4. You have to add an already existing/signed up username here. To add multiple users as superadmin you can add them comma separated.

ADMINISTRATOR_USERNAMES="user1,user2,user3"

NOTE: If super admin user is added, that user can

- Access modules tab in side menubar
- Can enable backup – [To enable backup using superadmin user](#)

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