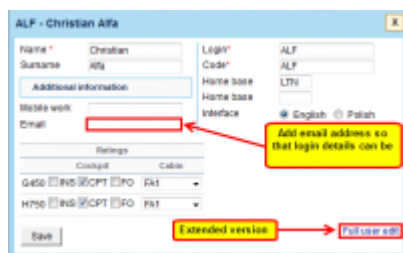


# Crew Members



Crew members page

In Leon, there is a simple version of adding new crew members to the system - **Crew Members**. You can add all the necessary details very quickly and with a few clicks the new account is set and the login details are sent to a new crew member.

Go to section Crew > Crew Members - you can see all your crew with their codes, ratings and functions previously assigned. This page is for crew only, so you will not see users with no ratings assigned (admins, OPS, maintenance).

To edit crew details - click on the name. To add a new crew-member - click on **New crew member** icon and add mandatory details: name, login and code. Also, add ratings and new user's email address, so that after saving data the login details can be sent out.

Use the filter to define the view of the screen. You can input crew code to see only his details or to sort data by either crew code, first or last name.

You can always click on 'Full user edit' - the extended version - if you wish to add more details.

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