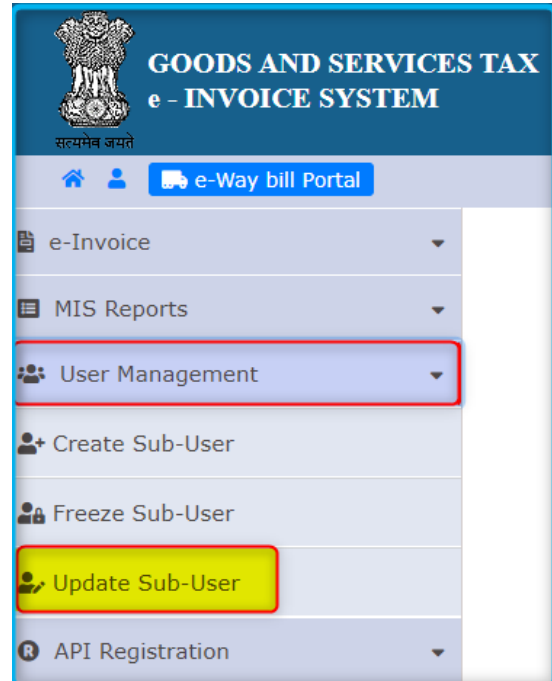


National Informatics Centre

Latest updates in User management

Now sub-users can access e-Invoices generated by the main user and perform View/Cancel/Generate EWB. The main user can select Update Sub-user option as shown in the below screen.

Select the sub-user from the list. A new option '**Access to the IRNs of the Main User**' is provided. In case, the main user wants to give access to IRNs generated by him to the sub-user then he can select 'Yes' to this option. Note that along with this, one or all options such as Cancel, View report and e-Waybill generation need to be provided. For example, if Enable Access to IRNs of main user is selected as 'Yes' and Enable e-Invoice Cancellation is selected as 'Yes' then sub-user can cancel the IRNs generated by Main user also.

A screenshot of the 'Update Subuser' form. It contains several input fields: 'Login ID' (a dropdown menu with 'Select' as the current value), 'Name of the User', 'Designation', 'Mobile No.', and 'e-Mail ID'. Below these are five radio button options, all of which are selected to 'Yes': 'Enable e-Invoice Generation', 'Enable e-Invoice Cancellation', 'Enable Report Generation', 'Enable e-Way Bill Generation (Applicable to both e-Invoice & EWB System)', and 'Enable Access to IRNs of Main User' (highlighted with a red box). At the bottom right, there are two buttons: 'Update' (blue) and 'Exit' (red).