ADDING A NEW USER TO MEAT MESSAGING

How to add a new user to your establishment.

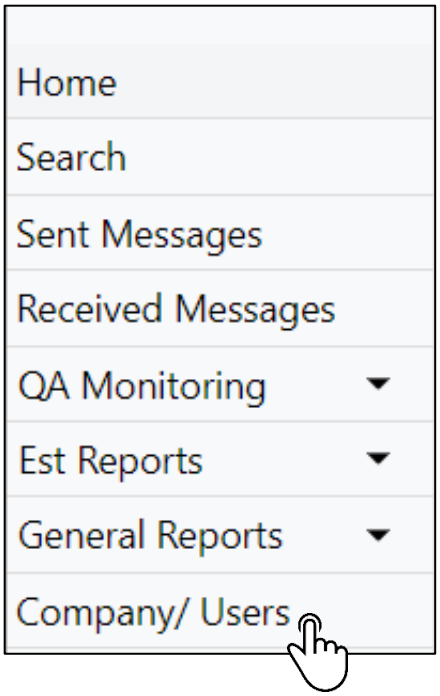
Step 1:

Log in to Meat Messaging https://www.meatmessaging.org with your usercode and password. If you do not have your username or password, please email info@meatmessaging.com

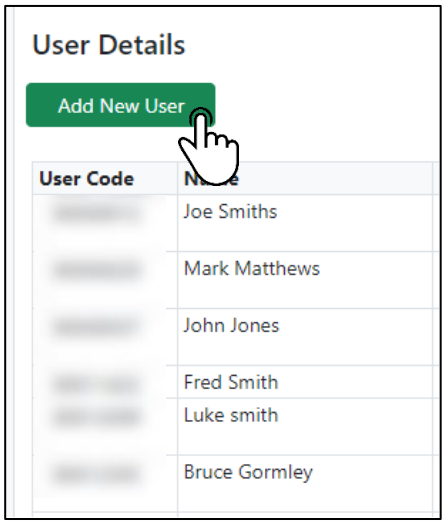


Step 2:

On the side panel bar, click **'Company and Users'**.



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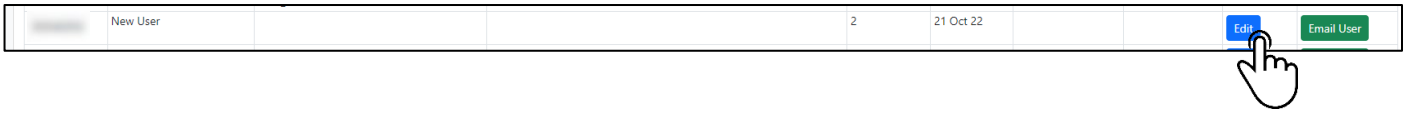


Step 3:

Under User Details, click **'Add New User'.**

Step 4:

Scroll to the bottom of the page and a blank new user will display. Click the **'Edit'** button.



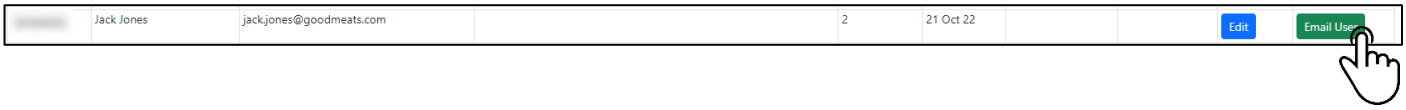
Step 5:

Enter the user's full name and email address, then press save.



Step 6:

Once you have saved their details, click **'Email User'.** The new user will now receive their login details to their email address.



If you have any issues or questions, please contact Meat Messaging support:
https://meatmessaging.org/
+617 30739234
info@meatmessaging.com