

## Understanding the Registry Managing Accounts as a Master User

As a Master User, you can create and manage accounts for Law Enforcement Officers in the Medical Marijuana Use Registry and monitor their user status. You can also delete users within your organization who no longer need access to the Registry.

**Step 1:** Log into the Medical Marijuana Use Registry <https://mmuregistry.flhealth.gov/>.

\*Get help logging in to the Medical Marijuana Use Registry by [clicking here](#).

**Step 2:** Navigate to the “USERS” menu option at the top of the page to view the users in your organization.



The “USERS” page shows a list of all the users in your organization, their username, role, status and the last time they have successfully logged in. Within this list, you can edit user information or delete users that are no longer with your organization. *This should be checked regularly to ensure that the users who are no longer in your organization do not have access to the Registry.*

User List

[New User](#)

Show **10** entries [Search](#)

Search Last Name	Search First Name	Search Login Id	Select a Role	Select a Status	Search Last Login	Edit/Delete
Harrington	Ana	aharrington_admin	Veritec Users	New	1/4/2018	<a href="#">Edit</a> <a href="#">Delete</a>
leMaster	Test	leMaster	Master Law Enforcement Manager	Active	5/23/2019	<a href="#">Edit</a> <a href="#">Delete</a>
leo	new	newleo	Law Enforcement	Pending Training	12/13/2017	<a href="#">Edit</a> <a href="#">Delete</a>
leo2	new	newleo2	Law Enforcement	Pending Training		<a href="#">Edit</a> <a href="#">Delete</a>
leo3	new	newleo3	Law Enforcement	Pending Training	9/19/2016	<a href="#">Edit</a> <a href="#">Delete</a>
Test	LEMaster	TESTLE12	Master Law Enforcement Manager	Pending Training		<a href="#">Edit</a> <a href="#">Delete</a>
User	LE	leuser	Law Enforcement	Active	5/8/2019	<a href="#">Edit</a> <a href="#">Delete</a>

Showing 1 to 7 of 7 entries Previous **1** Next

You can reset the password for a user within your organization by clicking the “Edit” button on the User List. The “Reset Password” button is at the bottom of the page.



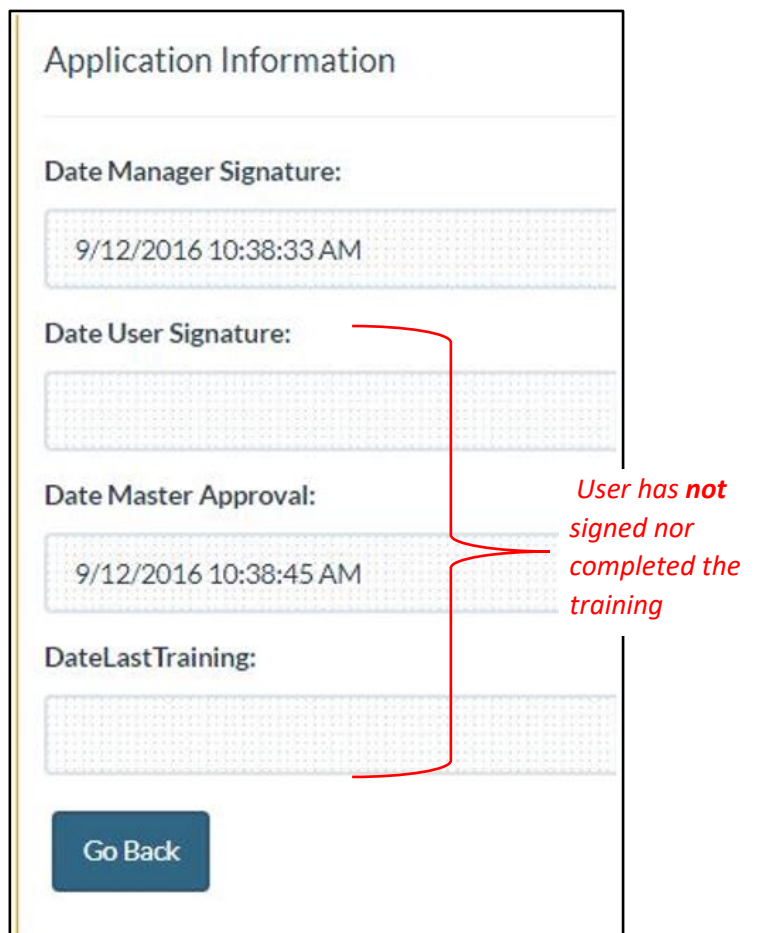
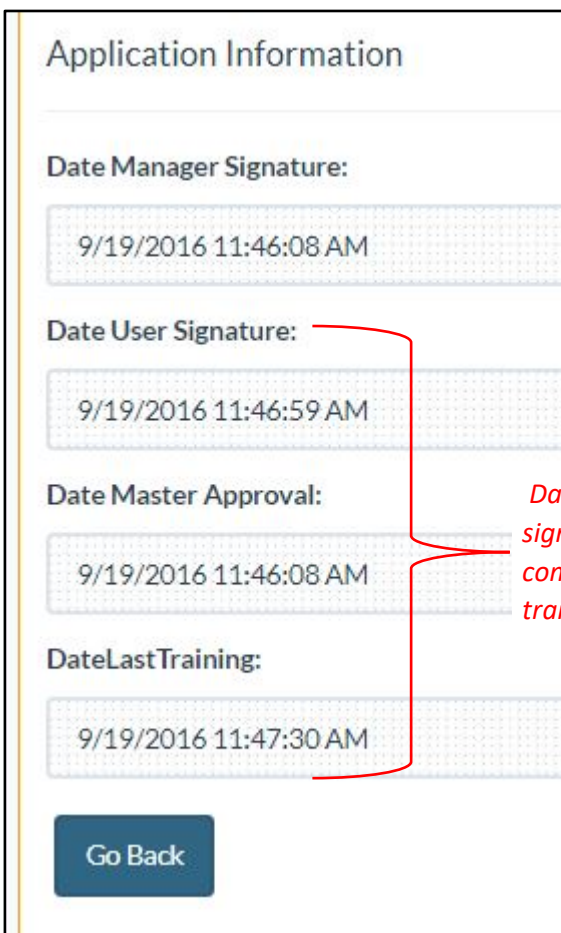
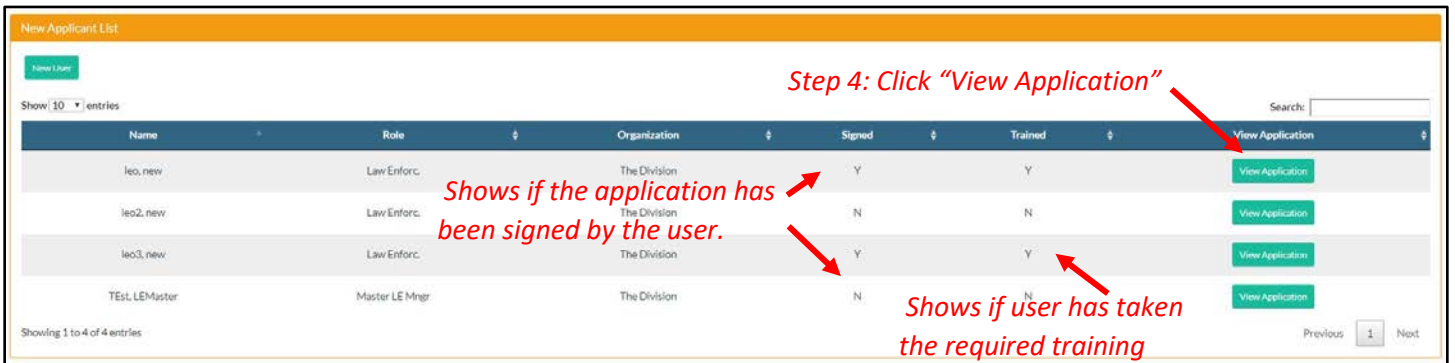
You can check the "NEW APPLICANTS" page to keep track of any new users who have not yet been approved by the OMMU.

**Step 3:** Navigate to the "NEW APPLICANTS" menu option at the top of the page.



You can easily track their progress to make sure they have completed the required steps to be approved by the OMMU.

**Step 4:** To view the user details, click "View Application."



\*Get help creating a new user by [clicking here](#).