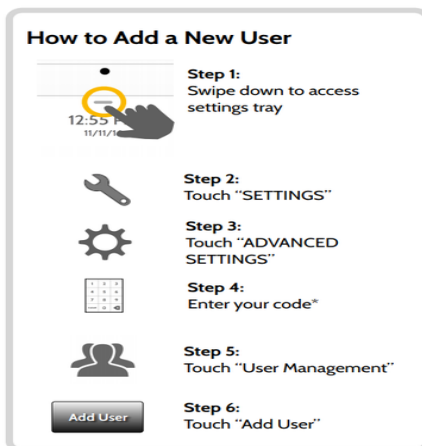# How Do I Add A User Code To A Qolsys IQ Panel 2?

You can add a user code to a [Qolsys IQ Panel 2](#) by entering settings, then Advanced Settings. You will need a Master Code to access this area. The panel supports up to 242 user codes, and any user code that has been added to the Qolsys IQ Panel 2 will be able to arm and disarm the system.

Adding multiple user codes is useful for households with multiple family members or guests who may need to use the security panel. By adding multiple user codes, you will be able to see who accessed the panel and what actions they took when using the system.

Complete the following steps to add a user code to a Qolsys IQ Panel 2:

1. **Access user management.** From the home screen of the Qolsys IQ Panel 2, slide down the small grey bar at the top of the screen. Then go to Settings > Advanced Settings > enter Master Code (the default code is 1234) > User Management. You will now be at the user management settings.

How to Add a New User

Step 1:
Swipe down to access settings tray

Step 2:
Touch "SETTINGS"

Step 3:
Touch "ADVANCED SETTINGS"

Step 4:
Enter your code*

Step 5:
Touch "User Management"

Step 6:
Touch "Add User"

*Default master code is 1234. For security purposes this code should be changed once the system has been installed in your home

2. **Add a new user.** Select "Add User" at the bottom of the screen. On this screen, you will need to enter a name for the user, enter and reenter their desired 4-digit user code and set their user type as either "Master", "User" or "Guest".

A "User" code is the general setting, and it will be able to arm and disarm the panel as needed. A code set as "Master" will have more privileges and be able to change many advanced settings for the panel. A "Guest" code is exactly the same as a User code; it is literally just a fancy name that means nothing.

If desired, you can also set an expiration date for the code. This can be useful if you only want to give someone the ability to temporarily arm or disarm the panel. Once all settings have been completed, press the "Add User" button once again to save the information.

3. **Test the code.** Arm the panel, and then attempt to disarm it with the code you added. If successful, the panel will disarm.