USER ADMIN

Verify if a user already exists within FDM by searching for that user through the **Admin Center | User Admin** function. User Admin allows you to search for a user in FDM and view their profile information.

Search - Find a Specific User

To locate a specific user in FDM:

1. Go to **Admin Center | User Admin.**

2. Enter a user's name or e-mail address into the search field and then click **Search**.

Browse a List of Users by Role

To view a list of FDM users by Role

1. Go to **Admin Center | User Admin.**

2. Select an Org Unit in the Org Tree.

3. Select any FDM **Role Panel**. You can view a specific user's FDM profile information or change their Org Unit assignment.