

# Manage users with admin utility

The Perfecto Admin Utility allows Perfecto cloud administrators to perform desired user management operations without logging into the Perfecto cloud. The utility is a Windows executable file and does not need any other software to be installed. This also eliminates the hassle of Flash issues encountered in some systems and browsers. This article explains how to use the Perfecto Admin Utility.

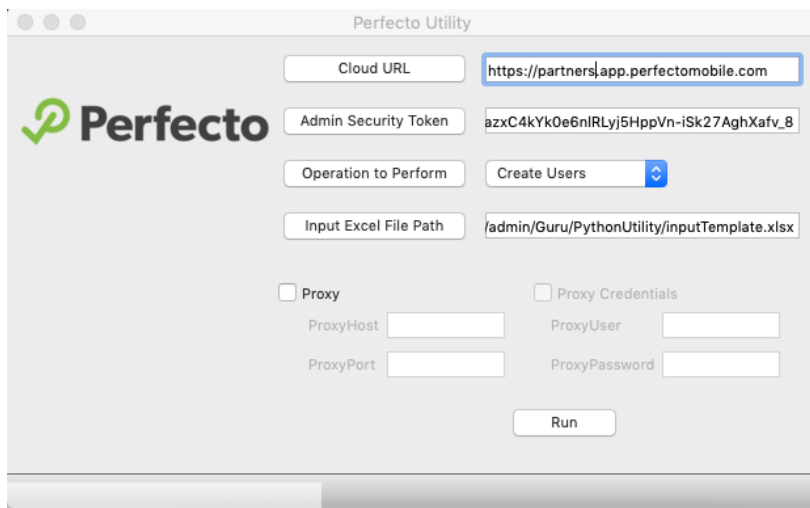
**Note:** The Admin Utility presented here has been developed to help Perfecto admin users create and update users in a bulk operation, but it is not a Perfecto product. Rather, it is an example of how you can leverage underlying Perfecto Admin functionality.

## Install the utility

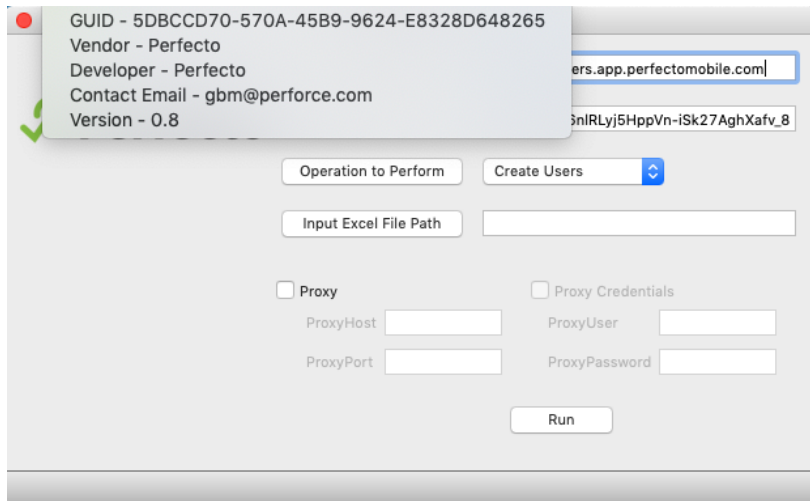
On Windows machines, you only need the **.exe file**. If you have trouble running the **.exe file** on Windows, you can install the **.pyc file**, following the [steps for Mac](#) machines.

### On Windows:

1. Download the file [PerfectoAdminUtility.zip](#) to your desktop and extract it.
2. To run the utility, double-click the **PerfectoAdminUtility.exe** file.



3. Click **About** to see information on the tool.



### On Mac (or Windows if you have issues running the .exe file):

1. Download and install Python: <https://www.python.org/downloads/release/python-382/>
2. From the command prompt/terminal, execute the following commands:

```
Pip3 install pandas
Pip3 install bs4
Pip3 install PyQt5
Pip3 install requests
pip3 install logging
pip3 install jproperties
```

3. Download [PerfectoAdminUtilityPyc.zip](#) and extract it to a folder.
4. Open the command prompt/terminal and navigate to the extracted folder.

To open the utility window, execute the following command:

```
python3 PerfectoAdminUtility.pyc
```

## Proxy Setup:

If you are behind the proxy provide proxy details. Refer [Identifying Proxy Host and Proxy Port](#) and [Identifying Proxy Host and Proxy Port through netstat](#) for more details.

## Create an input/source file

Use the [input-template.xlsx](#) file to create input data. All fields are mandatory. Make sure to:

- Not edit anything on sheet **Temp(DO NOT EDIT)**.
- Not change any sheet names.
- Copy the actual values for Roles and DeviceGroups from the cloud.
- Verify that Roles and DeviceGroups are a list of strings.
- An empty array is given when Roles and DeviceGroups are empty (for example by including [ ] in the cells).

After any operation, a text file called **AdminCreds.properties** is created and saved in the location of the executable file. This file includes cloud URL, security token and proxy details and is used to retrieve this information automatically when you open the executable file next time. In case if you do not have the permission to create the files in the current folder this file will not be created and user has to provide the details every time on opening the utility.

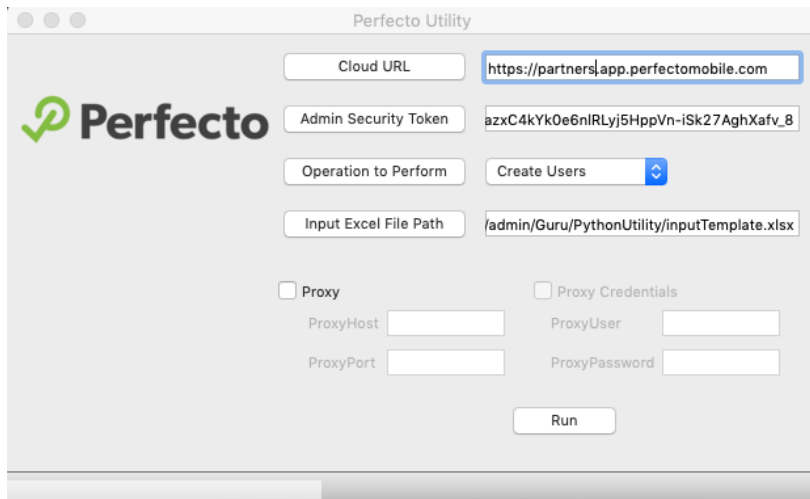
**info.log** file will have the error details if you encountered any exception during the operation.

## Perform operations

Now that you are all set up, you can use the Perfecto Admin Utility to create and delete users, update users, export a list of devices, and export a list of users.

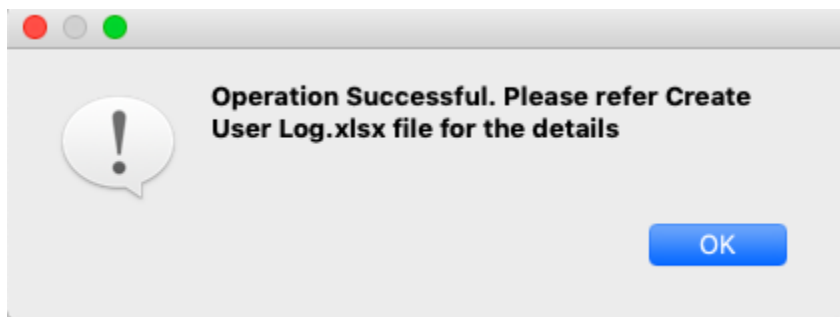
### Create users

1. Provide the cloud URL and admin security token in the respective fields, as shown in the following image.



2. From the **Operation to Perform** list, select **Create Users**.
3. Click **Input Excel File Path** and select the Excel file you created.

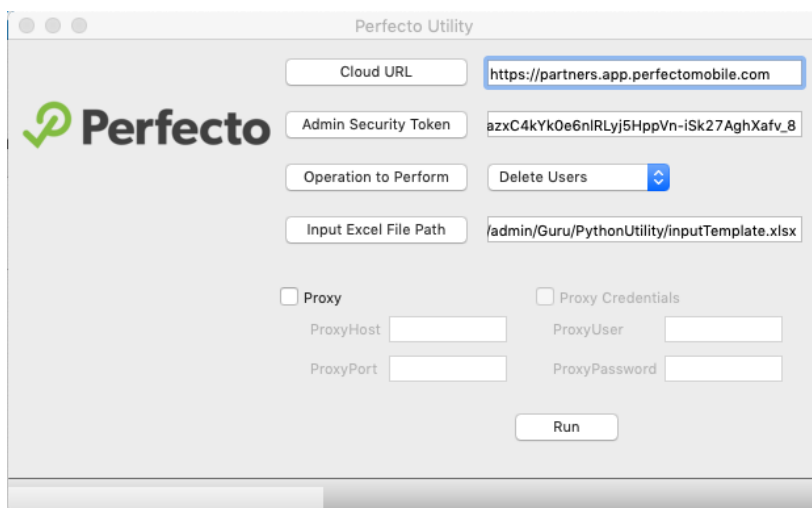
4. Click **Run**.  
When the operation is complete, a success message appears.



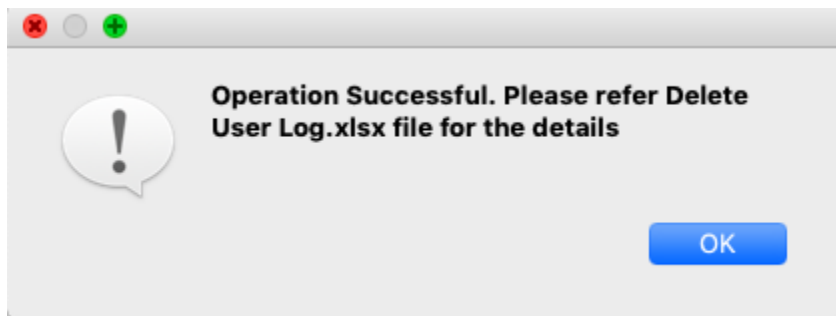
5. Check the log file `Create User Log.xlsx`, created in the same folder as the `.exe` file.

## Delete users

1. Provide the cloud URL and admin security token in the respective fields.



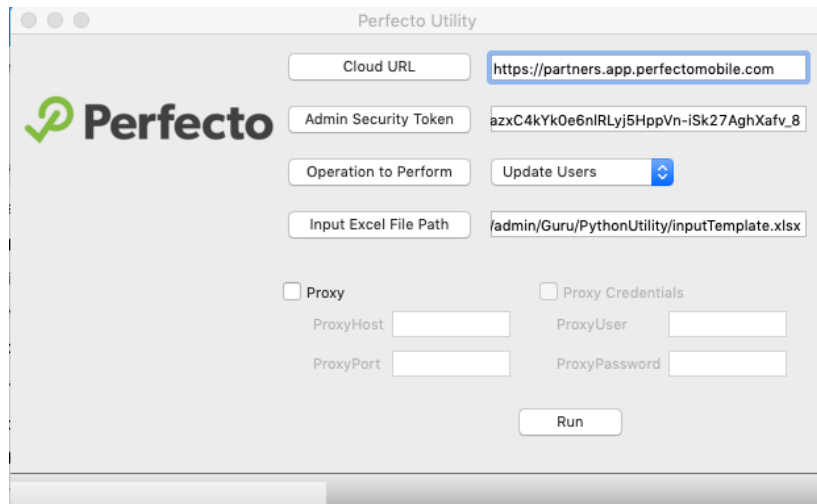
2. From the **Operation to Perform** list, select **Delete Users**.
3. Click **Input Excel File Path** and select the Excel file you created.
4. Click **Run**.  
When the operation is complete, a success message appears.



5. Check the log file `Delete User Log.xlsx`, created in the same folder as the `.exe` file.

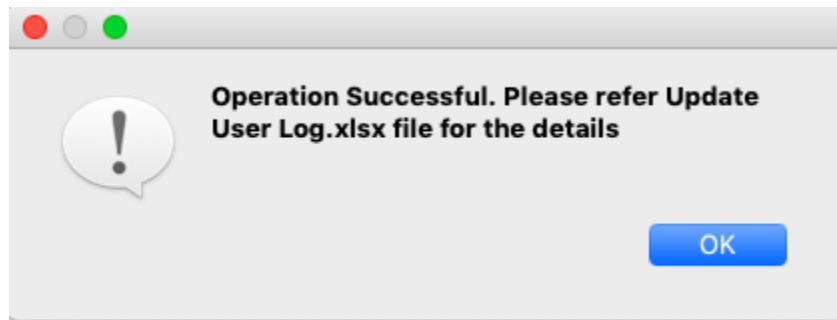
## Update users

1. Provide the cloud URL and admin security token in the respective fields.



2. From the **Operation to Perform** list, select **Update Users**.
3. Click **Input Excel File Path** and select the Excel file you created.
4. Click **Run**.

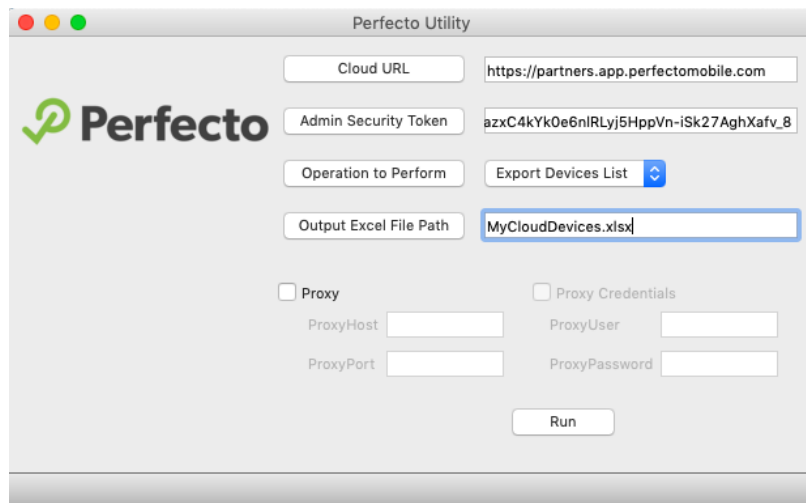
When the operation is complete, a success message appears.



5. Check the log file `Update User Log.xlsx`, created in the same folder as the `.exe` file.

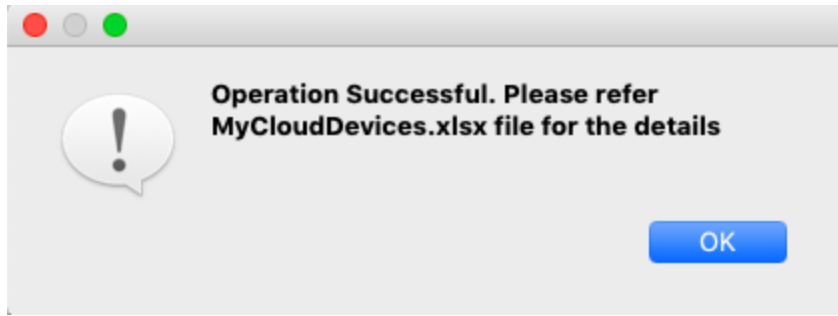
## Export list of devices

1. Provide the cloud URL and admin security token in the respective fields.



2. From the **Operation to Perform** list, select **Export Devices List**.
3. Click **Output Excel File Path** and provide the name of the output Excel file to be created.
4. Click **Run**.

When the operation is complete, a success message appears, and an output Excel file that includes all device details will be created at the given file location.



## Export list of users

1. Provide the cloud URL and admin security token in the respective fields.

A screenshot of the "Perfecto Utility" application window. The window has a title bar with three colored buttons (red, yellow, green) on the left. The main area contains the Perfecto logo on the left and several input fields on the right. The fields are: "Cloud URL" with the value "https://partners.app.perfectomobile.com/", "Admin Security Token" with the value "oICJ7nxMZ7E99ZhQTpw0xu6znDB5053Fs0", "Operation to Perform" with a dropdown menu showing "Export Users List", and "Output Excel File Path" with the value "MyCloudUsers.xlsx". Below these fields are two checkboxes: "Proxy" and "Proxy Credentials", each followed by input fields for "ProxyHost", "ProxyPort", "ProxyUser", and "ProxyPassword". At the bottom center is a "Run" button.

2. From the **Operation to Perform** list, select **Export Users List**.
  3. Click **Output Excel File Path** and provide the name of the output Excel file to be created.
  4. Click **Run**.
- When the operation is complete, a success message appears, and an output Excel file that includes all device details will be created at the given file location.

