How to Launch Proxy

The purpose of this ‘How To’ is to guide administrators through the step-by-step process of Proxying as another User within Knowledge Link. A proxy view allows you to view the end user’s knowledge link screens as they see it.

A. Launch Proxy

- Navigate to Admin (1) > Users (2) > Users (3).
- Here we searched for the User by using the User ID: field.
- Enter User information: “Dummy04” in the User ID: field (4)
- Search (5)

![Diagram of Knowledge Link interface showing steps 1 to 5 for launching proxy]
- Your search results will appear under the entry.
- Select the User ID (1)
- Select **Launch Proxy** from the list of **Actions (1)**
You have successfully **Launched a Proxy** session for **Martin King**!

When you click **Close Session** in the upper right of the screen, you see an **End Proxy Session** message. Click End Proxy Session to close the proxy window.