

# Conceptual Overview

The web portal is divided into **screens** (selected from the navigation panel on the left). Each **screen** often contains a table of entries. For example, the **Users** screen contains a table of users. The **columns** along the top correspond to each configuration option and the **rows** correspond to each user.

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A screen can also contain other sections, sometimes used for additional configuration options or other times to display additional information. As an example, the **extensions** screen has an "additional settings" panel on the left with more options that do not fit in the table.

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## Basic Configuration

To modify any table, click the "new [entry name]" button at the top or modify an existing entry by double-clicking the entry.

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To delete an entry, look for a red X (often in the far right column) and click it. A dialog will pop up confirming that you wish to delete. Click Ok to delete.

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## Next Steps

[Set up a new user](#)