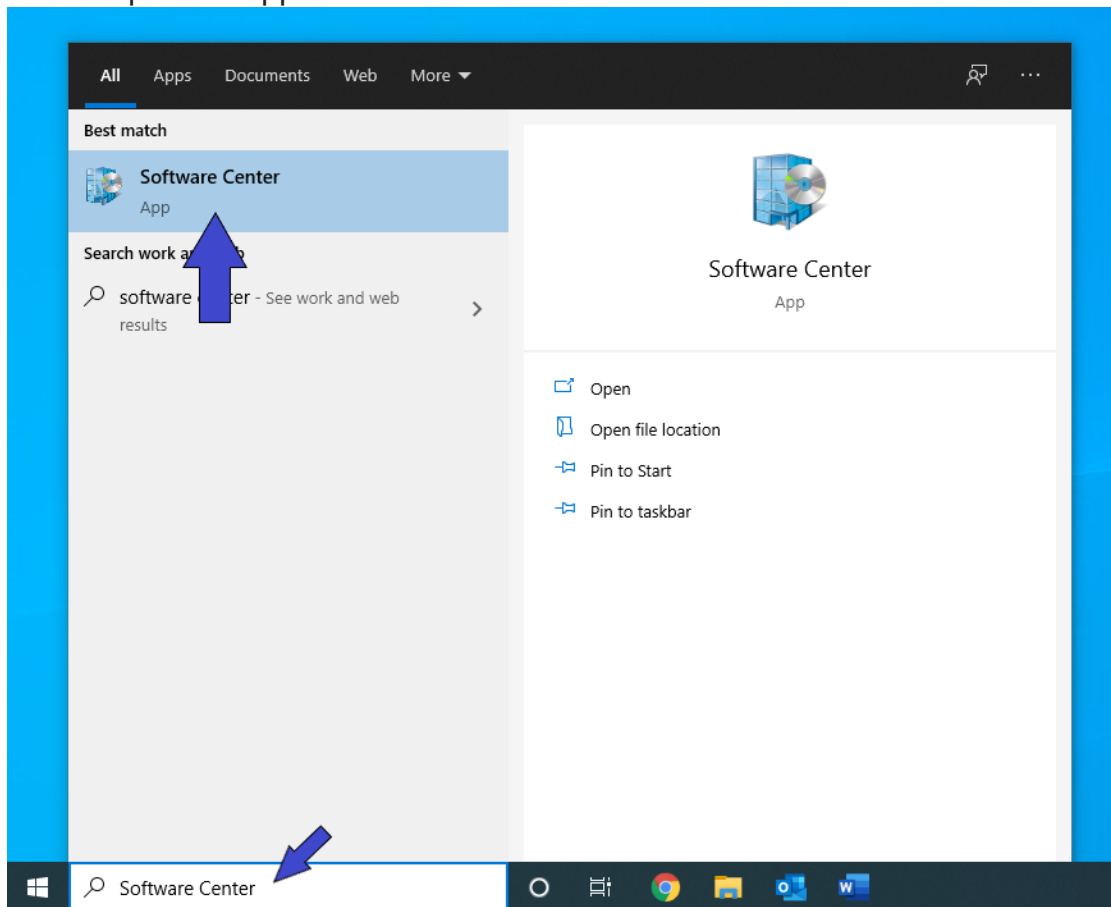


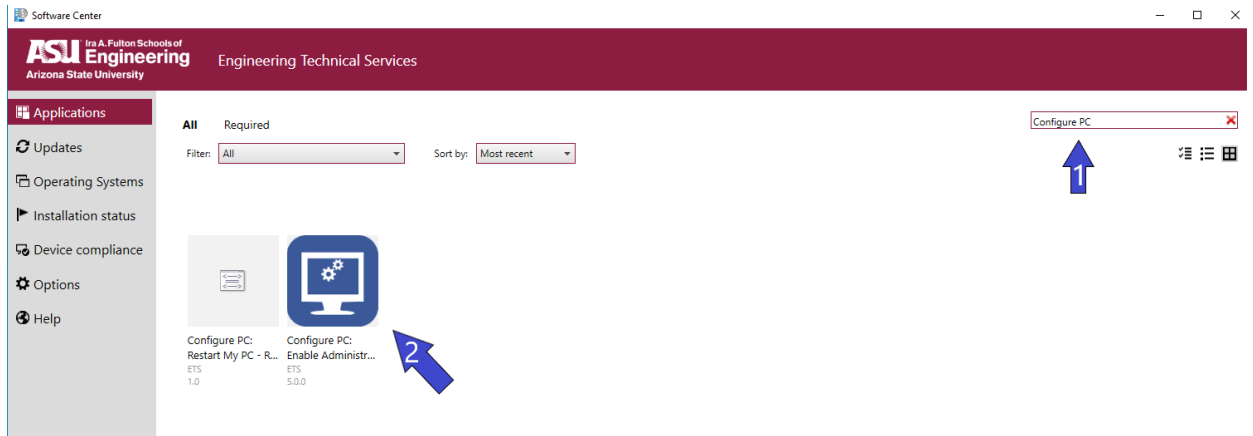
Elevate Admin - Tutorial

Elevate Admin is an application to temporarily grant faculty & staff administrative level user account access on a local workstation. Faculty & staff can use this application when currently logged-in as a non-administrative user to perform administrative tasks on the local computer. To utilize this tool, follow the steps below or scroll to Help and FAQ.

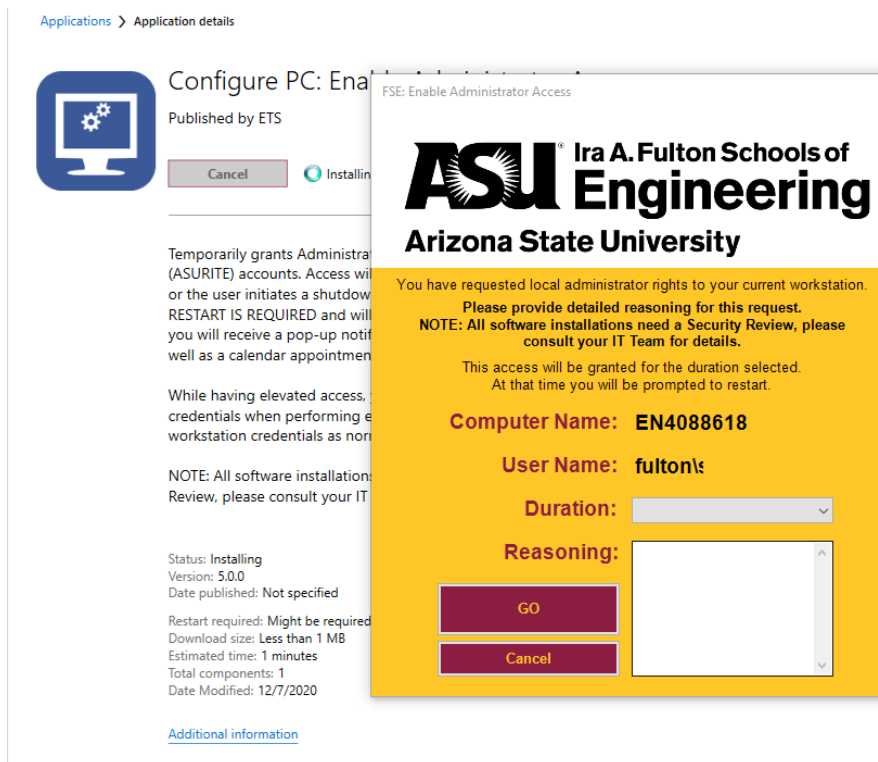
1. Click on the Windows Button; type and search for “Software Center”. Click the icon to open the application.



2. On the application tab, use the search bar and type “Configure PC”. Then click on the “Configure PC: Enable Administrator” icon.



3. Click “Install” for first time users, or “Retry” if you have previously used the Application. The Installer will present a pop-up.



4. Click on the “Duration” dropdown menu to select an appropriate time duration needed for Admin access. Type your reasoning for why you need Admin access in the “Reasoning” text box. Then click “GO”



5. When the installation is successful you will see an “Uninstall” button next to the application icon in Software Center. Proceed with any Admin tasks on the computer. **Note: you may still be prompted to enter your user credentials during elevated access; enter them as normal and elevated access will be granted.**

[Applications](#) > [Application details](#)



Configure PC: Enable Administrator Access

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Uninstall



Installation Successful!

Temporarily grants Administrative access on the local workstation to domain (ASURITE) accounts. Access will be removed after the selected duration passes, or the user initiates a shutdown or restart. In order to remove elevated access a RESTART IS REQUIRED and will be enforced. Depending on the duration selected, you will receive a pop-up notification 5-15 mins before the restart takes place, as well as a calendar appointment via email to track the event.

While having elevated access, you may be prompted to supply Administrator credentials when performing elevated access tasks. If so, please re-supply your workstation credentials as normal.

Elevate Admin - Help Section

Please use the following resources before contacting your IT help desk. Below are common problems that may arise during installation and use of the Elevate Admin Tool.

- **I can't find Software Center on my computer**
 - Make sure you are using an ASU issued Windows computer connected to the ASU Network
 - Double check the spelling of “Software Center” in the Windows search bar
- **I can't find the elevate admin app in Software Center**
 - Double check you typed “Configure PC” into the search bar of Software Center
- **Software Center states “Installation Failed”**
 - Make sure you selected an appropriate duration and typed an explanation pertaining to the use of the tool
- **My computer is still asking for administrator credentials**
 - After successful installation, you may use your regular asurite credentials for any administrative tasks
- **My computer is restarting all of a sudden**
 - Your computer will restart after the duration you previously specified; the restart is required to uninstall the Elevate Admin tool