Grant a User Access to an Application (SMDU™ UI)

Performed by Corporate Administrators and User Administrators

This job aid provides instructions on how to grant a user access to the SMDU User Interface (SMDU UI) application and these User Roles:

- SMDU UI Loss Mitigation
- SMDU UI Loss Mitigation Valuations
- SMDU UI Borrower-Initiated MI Termination

**NOTE:** Although there are multiple SMDU UI User Roles a user should only be assigned a role(s) for which they require access.

1. On the Home page, click **Manage Users** link.

2. The Manage Users screen appears. Enter the desired search criteria and search value, then click **Search**.
3. Depending on the search used, multiple users may be found. The total number of users appears above the list. Select the desired user record.
4. Click Available Applications tab, then click **SMDU**.

5. Click Manage Access.

6. The Set-Up User Access screen appears. In the Roles section, select the roles outlined in yellow in the screenshot below, then click > to add.

   ![Set-Up User Access Screen](image)

   **NOTE:** > = Add, >> = Add All, < = Remove, << = Remove All

   **NOTE:** Only select the SMDU UI user role(s) for which the user requires access.
Select these roles to grant a user access to the SMDU UI Loss Mitigation portal (must select both roles)

- **SDMU_External**
- **SMDU_UI_EXTERNAL**

Select this role to grant user access to the SMDU UI Loss Mitigation Valuations portal, which enables a user to:

- Retrieve the results of a liquidation valuation request for a Short Sale, Mortgage Release and/or Reserve Price Bid Instructions.
- Obtain a property’s Automated Valuation Model (AVM) estimated value and confidence score for loan modifications and Mortgage Release™

- **SMDU_UI_EXTERNAL_VALUATION**

Select this role to grant user access to the SMDU MI Termination portal to evaluate borrower-initiated requests to terminate mortgage insurance (MI)

- **SMDU_UI_EXTERNAL_MI_TERMINATION**
7. In the Data Folders section, select which data folder(s) the user will be able to access, then click **Add**.

8. Click **Submit**.

9. Click **Confirm** to save changes in the Alert box that appears.

**Related Resources**

For more information, view the Technology Manager for Administrators Job Aids: [Set Up an Available Application](#) section.