

Lock a Website User to an IP Address

The **IP Restriction** setting is used to restrict each user to a single designated IP address.

Step-by-step guide

1. *Login as an Administrator.*
2. *Navigate to 'Accounts' --> 'User Maintenance'.*
3. *Search for the required user.*
4. *Select the user via radio button.*
5. *Click '**Modify**'.*
6. *In the field labelled '**Restricted IP Address**', enter the desired IP v4 address (e.g. 162.3.367.25).*
7. *Click '**OK**' to save.*

The next time the user attempts to login, they will only be granted access if their originating IP v4 address matches the value in the '**Restricted IP Address**' field.

Related help

- [User Impersonation](#)
- [Update Session Timeouts](#)
- [User Password Rules](#)
- [Lock a Website User to an IP Address](#)
- [Monitoring and Restriction Requests from IP Addresses](#)