

User Management Walkthrough

How the company manages pricing, customer types, and customer accounts in the **admin console** at `/admin`.

Audience: operations staff. For invoicing/reports see `ACCOUNTING.md`; for the end-user view see `CUSTOMER-PORTAL.md`.

1. Admin accounts

Admin sign-ins live in the `admin_users` table — passwords are stored as **script hashes**, never in plain text. On an empty database the table is seeded from the environment:

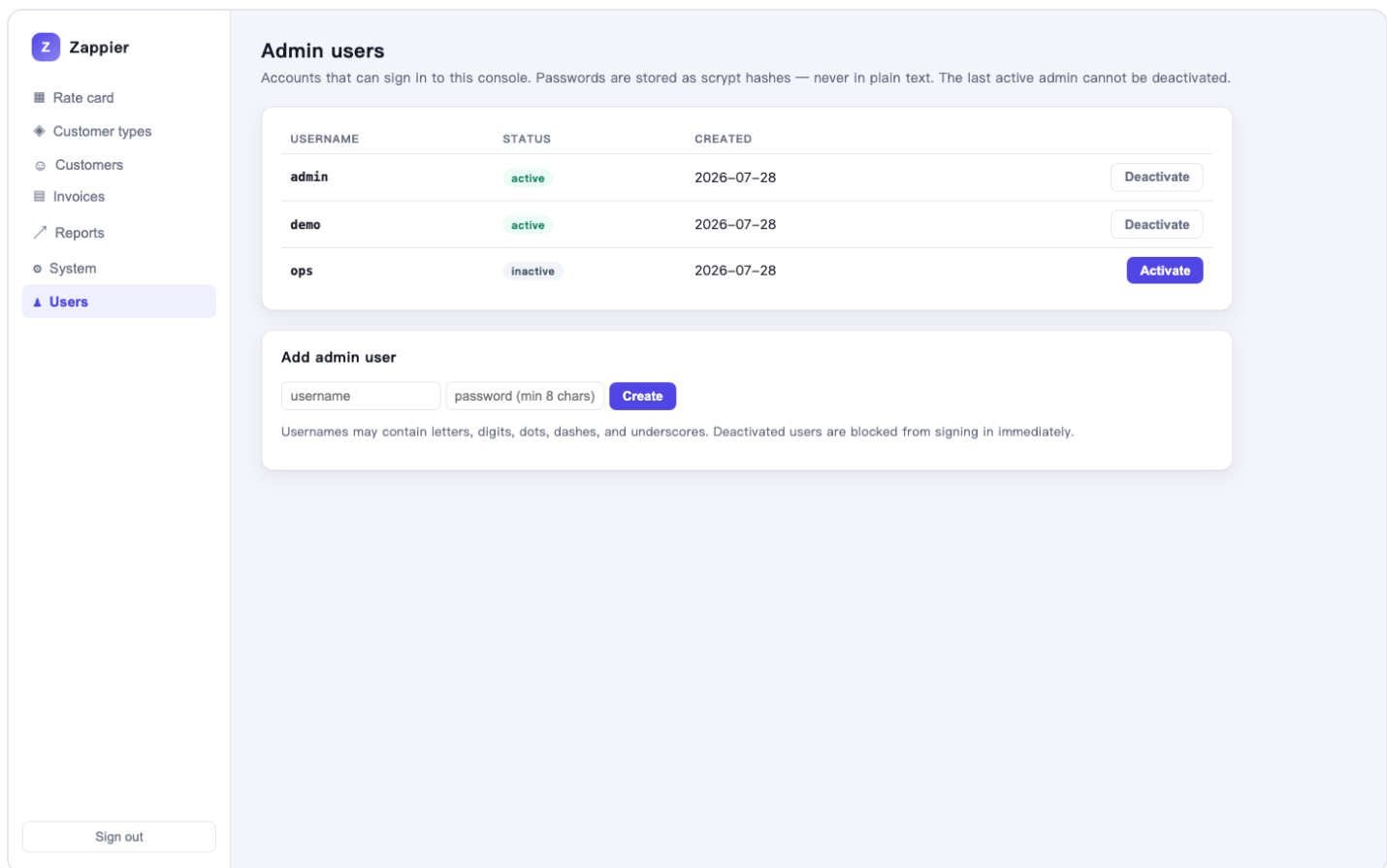
ACCOUNT	USERNAME	PASSWORD (DEV DEFAULT)	ENV OVERRIDE
Primary admin	<code>admin</code>	<code>admin-dev-key</code>	<code>ADMIN_USER</code> / <code>ADMIN_KEY</code>
Demo / stakeholder	<code>demo</code>	<code>\$\$\$Adm1n###</code>	<code>DEMO_ADMIN_USER</code> / <code>DEMO_ADMIN_PASSWORD</code>

The seed runs **only when the table is empty** — after that, accounts are managed in the console and survive restarts (SQLite) and env changes.

Sign-in issues a session token; API access is also possible with the `x-admin-key: $ADMIN_KEY` header (used by automation).

2. Users tab (admin account management)

The **Users** tab lists every admin account and manages their lifecycle:



- **Create** — username (letters, digits, `.` `_` `-`) plus a password of at least 8 characters. The new account can sign in immediately.
- **Deactivate / Activate** — a deactivated account is blocked from signing in right away (401), and reactivation restores access. Deactivation persists in the database.
- **Safety guard** — the console refuses to deactivate the **last active admin**, so you can never lock everyone out.

Existing sessions stay valid until sign-out or server restart; deactivation blocks *new* logins.

3. Rate card (per-endpoint pricing)

The **Rate card** tab sets list prices per API operation. Changes apply to the **next API call** — no restart.

Z Zappier

Rate card

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Sign out

Rate card

Per-endpoint list prices, in cents. Changes apply to the next API call — no restart.

ENDPOINT (OPERATIONID)	KIND	SET KIND	PRICES (CENTS)	
status	free	free		Save Delete
storage-list	free	free		Save Delete
transform	fixed	fixed	fixedCents 4	Save Delete
storage	variable	variable	baseCents 10 perKbCents 1 perMbCents 50	Save Delete

Add endpoint

fixed

Add

The operationId must match an operation in openapi.yaml.

Three price kinds:

- **free** — never charged (e.g. `status`, `storage-list`).
- **fixed** — a flat `fixedCents` per call (e.g. `transform` at 4¢).
- **variable** — `baseCents` per call plus size-based charges: `perKbCents` per KB of metadata and `perMbCents` per MB of file attachments (e.g. `storage`: 10¢ + 1¢/KB + 50¢/MB). This is how storing data with metadata or attachments is priced by size.

Add an endpoint with its `operationId` from `openapi.yaml`. Deleting an endpoint makes calls to it fail with 403 unless the customer's type has a default rule.

4. Customer types (tiers)

The **Customer types** tab defines plans:

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Multiplier scales every list price (0.5 = 50%). Monthly credit is free included usage, in cents.

ID	NAME	MULTIPLIER	MONTHLY CREDIT (CENTS)		
free	Free	1	100	Save	Delete
pro	Pro	0.5	1000	Save	Delete
business	Business	0.25	10000	Save	Delete

Add customer type

multiplier

Add

New types start with 0 monthly credit — edit after adding.

- **Multiplier** — scales every list price (0.5 = 50% of list, 0.25 = 75% off).
- **Monthly credit (cents)** — free included usage per month, consumed before anything is billable.

Defaults: `free` (1x, \$1 credit), `pro` (0.5x, \$10 credit, 8¢ default rule), `business` (0.25x, \$100 credit, 8¢ default rule).

5. Customers

The **Customers** tab manages individual accounts:

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Assign types, billing method, and per-customer deals. A multiplier override replaces the type multiplier for that customer.

ID	NAME	EMAIL	TYPE	MULTIPLIER OVERRIDE	BILLING	
cust_1	Ada (free)	—	free	—	Stripe	Save
cust_2	Grace (pro)	grace@example.com	pro	—	Stripe	Save
cust_3	Linus (business)	billing@linus.example	business	—	Purchase order	Save
cust_34a14273	Maya Chen	maya@acme.exampl	free	—	Stripe	Save

Add customer

name

free

Create

The new customer's API key is shown once in the notification — copy it immediately. Set email and billing method after creating.

- **Type** — assign any tier.
- **Multiplier override** — a per-customer deal that replaces the tier multiplier (e.g. a strategic account at 0.2x).
- **Email** — used for portal login/claiming and email invoicing.
- **Billing** — **Stripe** (metered via the billing job) or **Purchase order** (manual invoicing with PO numbers and 30-day terms).
- **Create** — generates a customer id and API key. **The API key is shown once** in the notification — copy it immediately.

Customers created here can **claim** their portal account: the first signup at `/portal` with a matching email sets their password on the existing account instead of creating a new one.

6. Admin API reference

Everything the UI does is available over HTTP (`x-admin-key` or session Bearer):

- `POST /admin/api/login`
- `GET /admin/api/users` · `POST /admin/api/users` · `POST /admin/api/users/:username/activate|deactivate`
- `GET /admin/api/pricing` · `PUT/DELETE /admin/api/endpoints/:id`
- `PUT/DELETE /admin/api/tiers/:id`

- GET/POST /admin/api/customers · PUT /admin/api/customers/:id
- POST /admin/api/invoices/generate · GET /admin/api/invoices · POST /admin/api/invoices/:id/issue|paid
- GET /admin/api/reports/billing · GET /admin/api/reports/usage-trend
- GET /admin/api/zapier/status