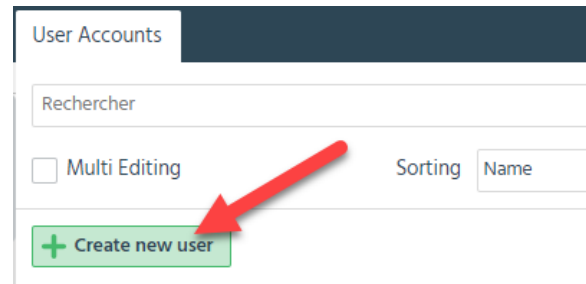


Create a new user

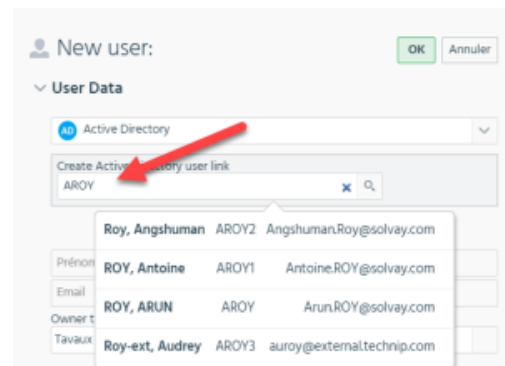
Local admins can add a new user in their tenant. During this operation they can assign the users to specific roles, teams and signature reasons.

Step-by-Step guide

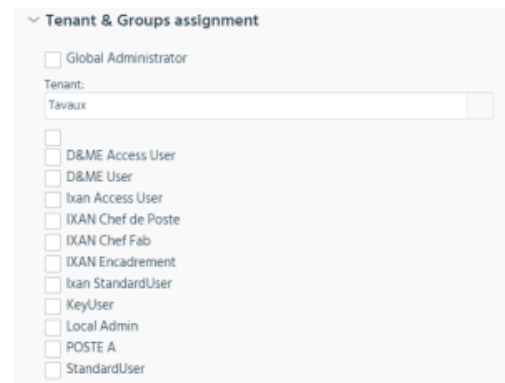
- Go to the *Configuration* *User accounts* menu
- Click on the green button *Create a new user*, a side menu will appear on the right-side of your screen



- Start typing the AD address of the user and its name will pop-up in the screen.



- Select the tenant the user will connect to and assign him the role(s) he needs



- Select the Teams the user will be assigned to

