

# Project Access

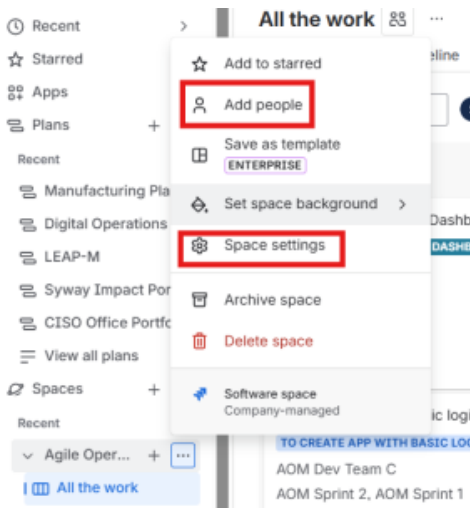
**Question - How to access project?**

**Ans -** After receiving Jira access, if you want to access your team project, please confirm the project name with your manager and ask the project admin to add you to the project.

**Question - As a project admin, how do I add a user to the project?**

**Ans -** If you are a project admin, please follow the steps below to add a user:

1. As an admin, you will see the following options:



2. Click on "Add people" or go to "Space settings" "People".

If you click only on "Add people," you will see the following screen.	If you click on "Space settings" "People," you will see the following screen.																				
A screenshot of the 'Add people' dialog box in Jira. It features a text input field for 'Names or emails' with the placeholder 'e.g., Maria, maria@company.com'. Below the input field are four buttons with user avatars and names: '+ Barbara Lemos', '+ Megane Junqueira', '+ sebastien.ladouce', and '+ Guillaume Muller'. There is also a 'Role' dropdown menu with 'Select role' selected. At the bottom, there are 'Copy link', 'Cancel', and 'Add' buttons.	A screenshot of the 'Space settings' 'People' page in Jira. The page title is 'Space settings' and the breadcrumb is 'Spaces / Agile Operating Model 2025 / Space settings'. The main heading is 'People'. There is a notification banner that says 'Grant the power of releases' with a 'Dismiss' button. Below the notification, there are 'Current users' and 'Access requests' tabs. A search bar for roles is present. A table lists the current users with columns for Name, Email, Role, and a dropdown menu. The table contains the following data: <table border="1"><thead><tr><th>Name</th><th>Email</th><th>Role</th><th></th></tr></thead><tbody><tr><td>Barbara Lemos</td><td>-</td><td>Administrators</td><td>R</td></tr><tr><td>Christophe PUZENAT</td><td>-</td><td>Users</td><td>R</td></tr><tr><td>Meghna Tiwari</td><td>-</td><td>Multiple (2 roles)</td><td>R</td></tr><tr><td>sahil.shaikh</td><td>sahil.shaikh@syensqo.com</td><td>Administrators</td><td>R</td></tr></tbody></table>	Name	Email	Role		Barbara Lemos	-	Administrators	R	Christophe PUZENAT	-	Users	R	Meghna Tiwari	-	Multiple (2 roles)	R	sahil.shaikh	sahil.shaikh@syensqo.com	Administrators	R
Name	Email	Role																			
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sahil.shaikh	sahil.shaikh@syensqo.com	Administrators	R																		

3. Search for the user by typing their name or email address, then select the name and assign the appropriate role to the user.

## Add people

... X

Names or emails \*

 Santiago Guzman X) add more people...

+  Barbara Lemos

+  Megane Junqueira

+  sebastien.ladouce

+  Guillaume Muller

Role \*

Users

This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

Cancel

Add 1 person