Some Help With

Add users to your organization

TABLE OF CONTENT

Create a single user

Add multiple users

> **License:** Ultimate-Cloud
>
> **Relevant for:** Organization owner or Admin

You can create users individually or add multiple users simultaneously.

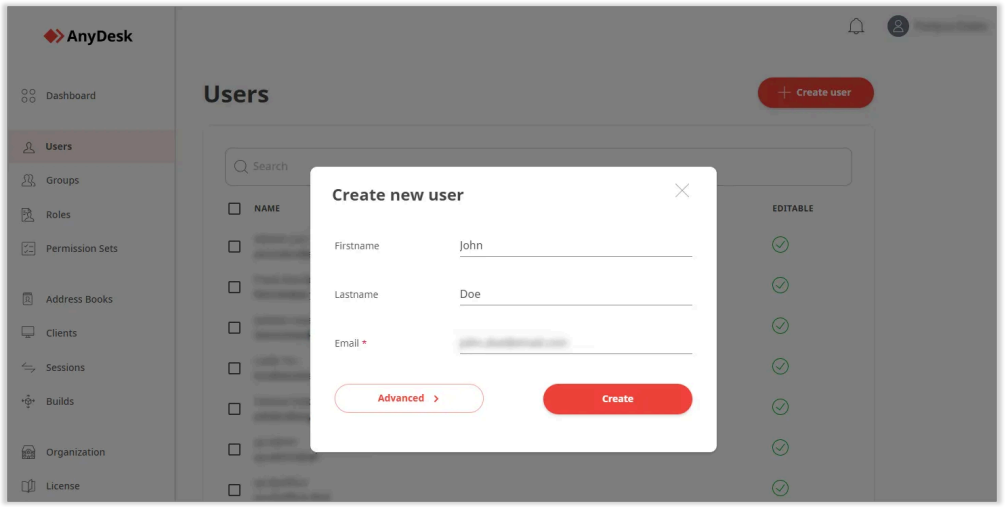
The **Admin** user provider allows organization owners or administrators to manually add users to their license in my.anydesk II.

> 🦉 For an overview of all user provider types, see **this article**.

Create a single user

To add an individual user to your organization:

1. Go to my.anydesk II and open the **Users** tab.
2. Click **Create user**.
3. In the pop-up window, provide the following information:
    - **First name** *(optional)* - enter the user's first name.
    - **Last name** *(optional)*- enter the user's last name.
    - **Email** - enter the user's email address.



create a user

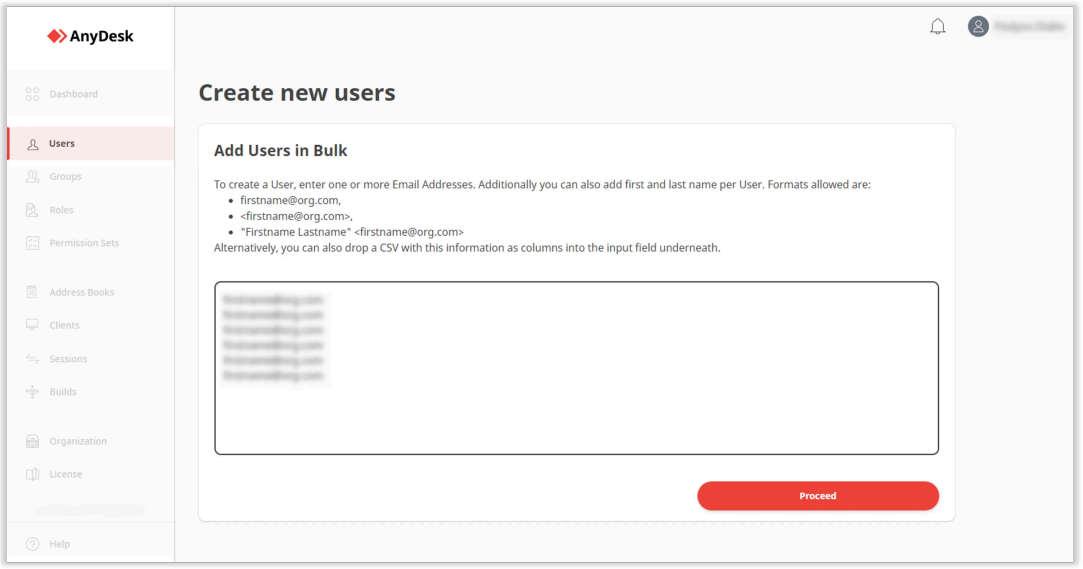
4. Click **Create**.

The user will receive an email to verify their email address. After verification, they can sign in with SSO by using the organization ID.

Add multiple users

To add multiple users at once:

1. Go to my.anydesk II and open the **Users** tab.
2. Click **Create user**, and then select **Advanced**.
3. On the next page, enter the email addresses of all users you want to add. 💡 *You can also drag and drop a* `.csv` *file containing user email addresses.*



add multiple users

4. Click **Proceed**.

Each user will receive an email to verify their email address. After verification, they can sign in with SSO by using the organization ID.