

Inviting Other Users to Your Salsify Organization

Last Modified on 08/20/2019 1:12 pm EDT

1. Click on the User Menu.

2. Select My Company.



3. On the Users tab, click on the Invite More People button.

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					Invite Mor	re People
					10 per page 👻	Next 🕨
	Name	Groups	Last Sign In	Invited By	Status	
	Ana Sofia Camacho	Administrators	1/10/17 at 5 pm	Salsify user	Enabled	÷~
	Salsify user	Administrators	2/2/17 at 12 pm	Kristen Fortino	Enabled	÷ ~
	tion	tion Name Ana Sofia Camacho Salsify user	tion Name Groups Ana Sofia Camacho Administrators Salsify user Administrators	tion Name Groups Last Sign In Ana Sofia Camacho Administrators 2/2/17 at 12 pm	tion Name Groups Last Sign In Invited By Ana Sofia Camacho Administrators 1/10/17 at 5 pm Salsify user Salsify user Administrators 2/2/17 at 12 pm Kristen Fortino pm	tion Image: Selection Sel

- 4. Click *Administrators* in the drop down menu.
- 5. Enter the email addresses for people you would like to invite to Salsify.
- 6. Click on the Send Invitations button.

Invite People to Salsify
Enter the email addresses of anyone you'd like to invite to access your Salsify organization. They will be added to the Administrators group
enter email addresses Send Invitations Cancel