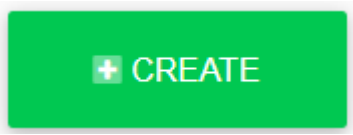
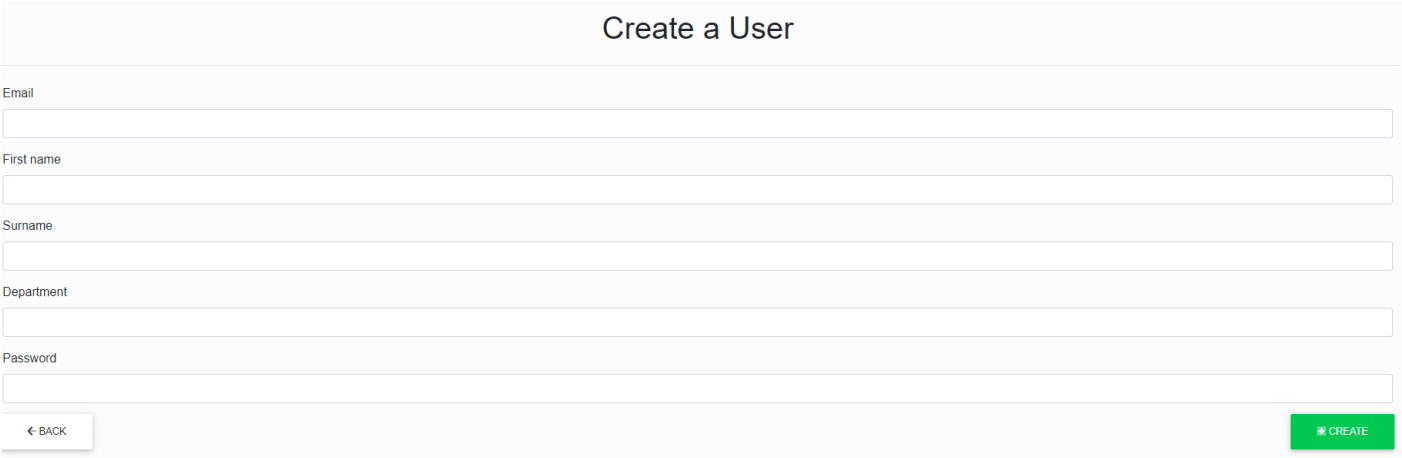
Creating a New User



We have chosen the green “***Create***” button in the List of Users.
The “***Login name***” and “***Email***” fields are required to create a user.
(*Infoport in the background synchronises a user’s Infoport with the user’s EA according to the login name in Infoport and the login in EA*.)
Password is required in order to sign in. Signing in without a password is permitted solely for users of Active Directory.



After correctly filling in and clicking on the “***Create***” button, we will get to the user “***Edit***”.

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