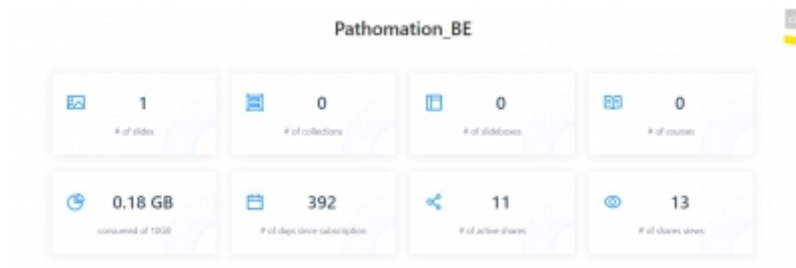


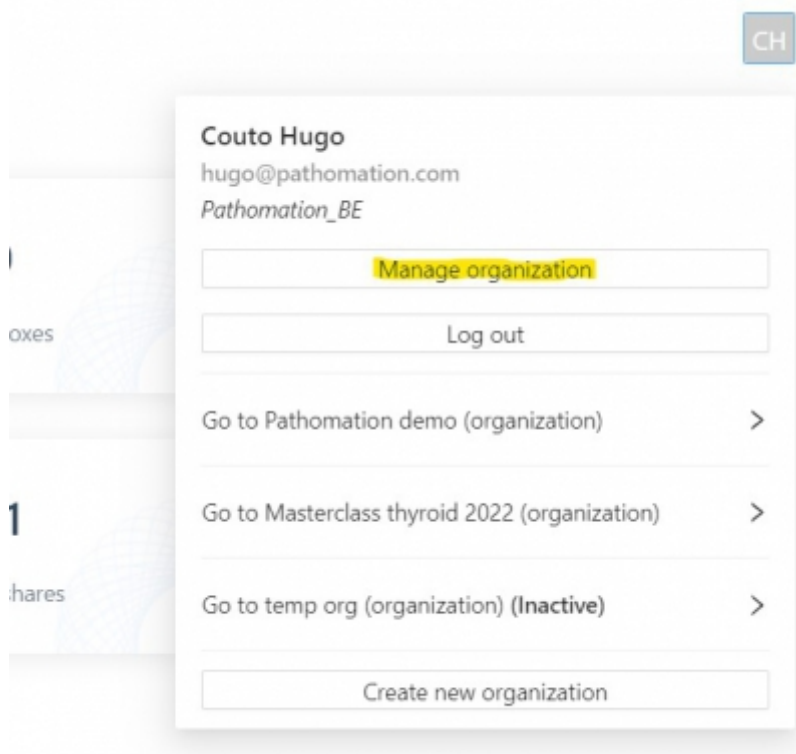
Inviting Users to an Organization

Having an Organization in My Pathomation gives you the possibility to create a collaborative space. To create such space we can invite users into the Organization. The users that you invite will receive an email. Existing users will be invited to login into my Pathomation and join the Organization. Email addresses without a Pathomation account will be invited to create a new Pathomation free account so that they may join your Organization.

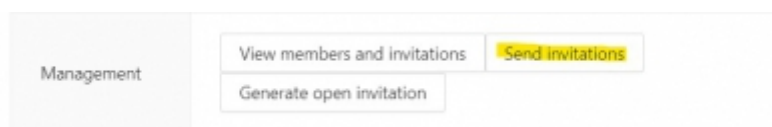
To send invites, access the Profile management section by clicking in the icon on the upper right corner. The icon displays the initials of your name.



Then select "Manage Organization"

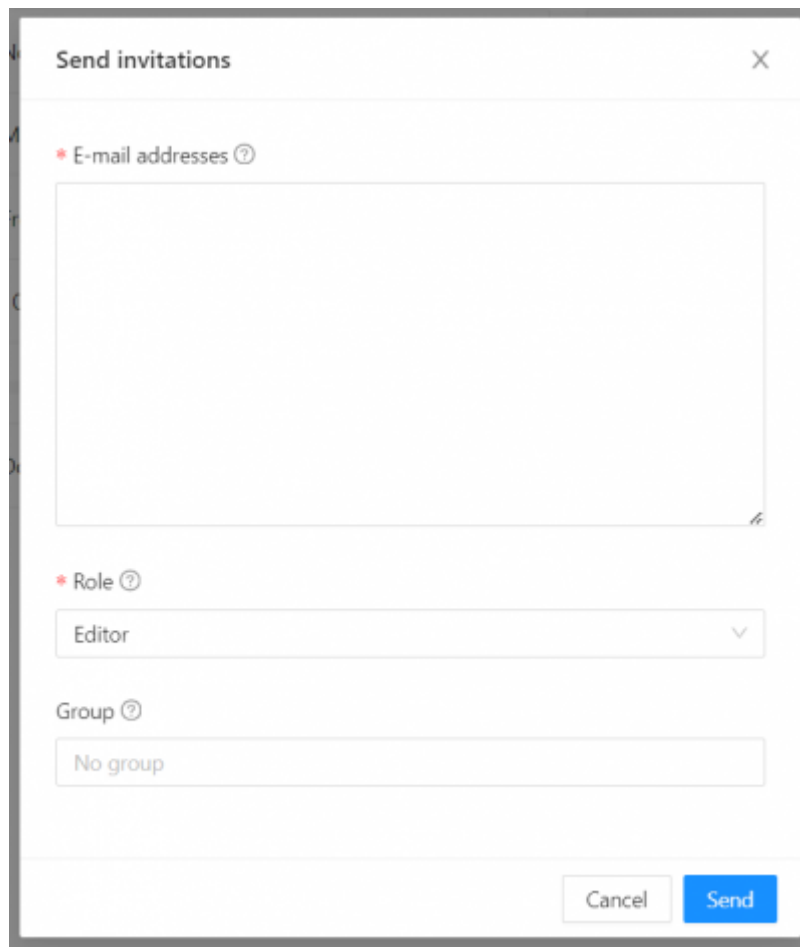


And once in the "Manage Organization" menu, select "send invitations"



In the pop-up window you can add the email of the individuals to be invited and specify their roles.

You can also select sub groups within the organization to add them to as well. You can check the section related to groups to better understand how you can create groups as working teams within your Organization.



The image shows a 'Send invitations' dialog box with the following fields and controls:

- E-mail addresses**: A large text input area for entering email addresses.
- Role**: A dropdown menu currently set to 'Editor'.
- Group**: A dropdown menu currently set to 'No group'.
- Buttons**: 'Cancel' and 'Send' buttons at the bottom right.

From: <https://docs.pathomation.com/my/> - **My Pathomation**

Permanent link: https://docs.pathomation.com/my/doku.php?id=inviting_users_to_the_organization&rev=1699539028

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