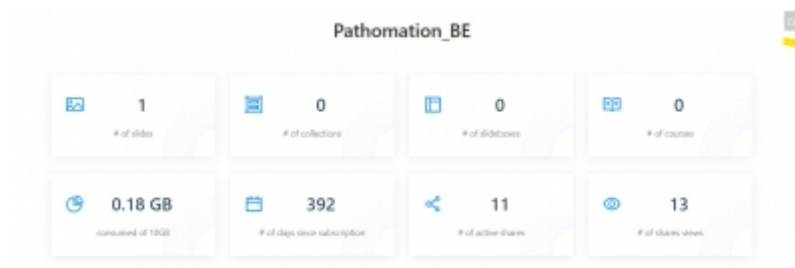


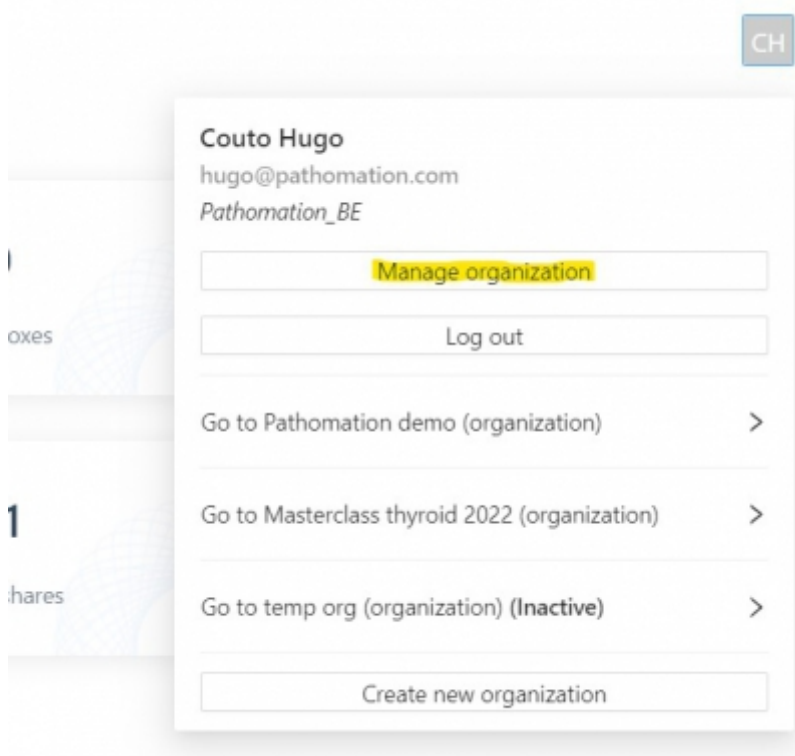
Inviting Users to an Organization

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.

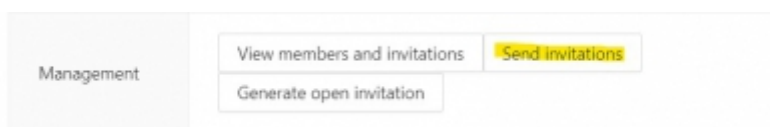
To send invites, access the Profile management section by clicking in the icon on the upper right corner. The icon displays the initials of your name.



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:

- Managers have all rights including uploading, sharing and payment plans.
- Editors have all rights related to content creation and user management.
- Members can only see what was assigned to them by Editors or Managers, and have no rights to upload slides or change content.

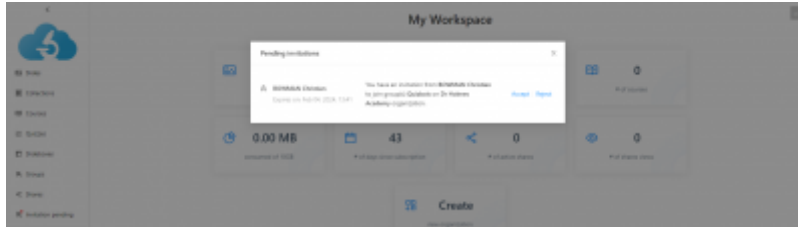
Ability	Member	Editor	Manager
Upload WSIs	No	Yes	Yes
Collections	View	Create	Create
Slideboxes	View	Create	Create
Courses	View	Create	Create
Groups	View	Create/Invite	Create/Invite
Shares	No	Yes	Yes
Financial Management	No	No	Yes

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 screenshot shows a 'Send invitations' dialog box with the following fields:

- E-mail addresses**: A large text input area.
- 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.

Your users will receive an invitation in their inbox and their MyPathomation account like this:



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

Permanent link:
https://docs.pathomation.com/my/doku.php?id=inviting_users_to_the_organization&rev=1706619857

Last update: **2024/01/30 16:04**

