Managing User Access

Introduction

In this guide, we will add additional Users to access the CSP Portal

Prerequisites

Access to [app.cspportal.cloud (https://app.cspportal.cloud/)](https://app.cspportal.cloud/)

Manage User Access

Browse to [app.cspportal.cloud (https://app.cspportal.cloud/)](https://app.cspportal.cloud/) and select **Login**

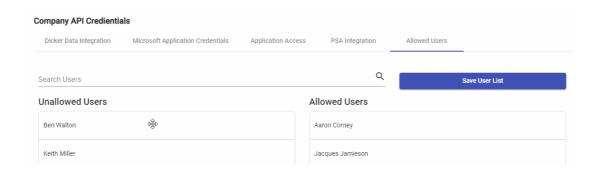

Select **Company Settings** from the menu pane.

Followed by the **Allowed Users** tab.

Click and drag Users between the **Unallowed Users** and **Allowed Users** columns as required.

Once complete, select **Save User List** to finalize this process.