

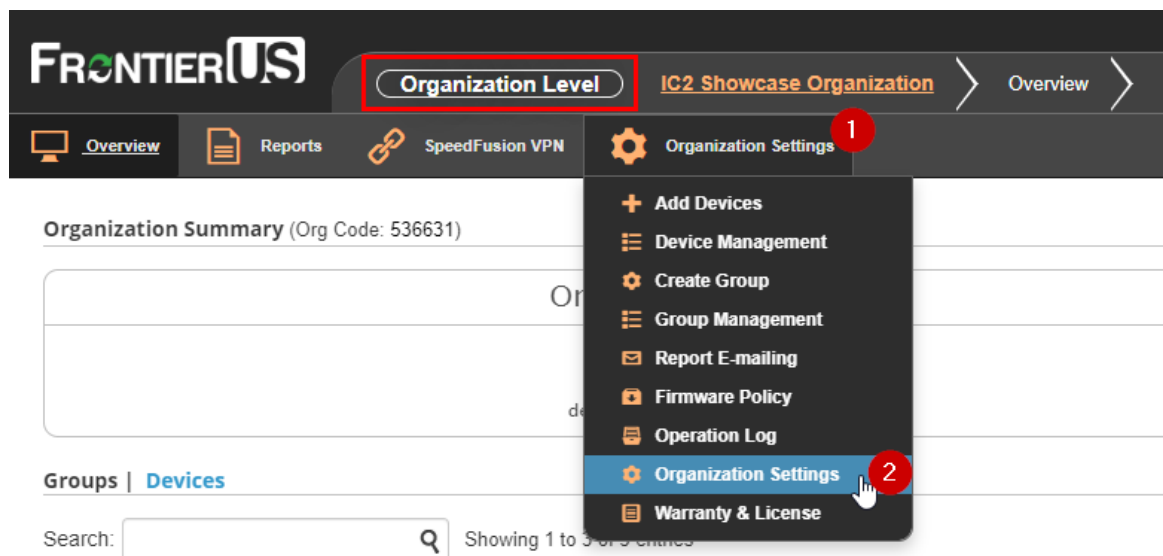
Adding users to an existing InControl2 organization or Group

Notes:

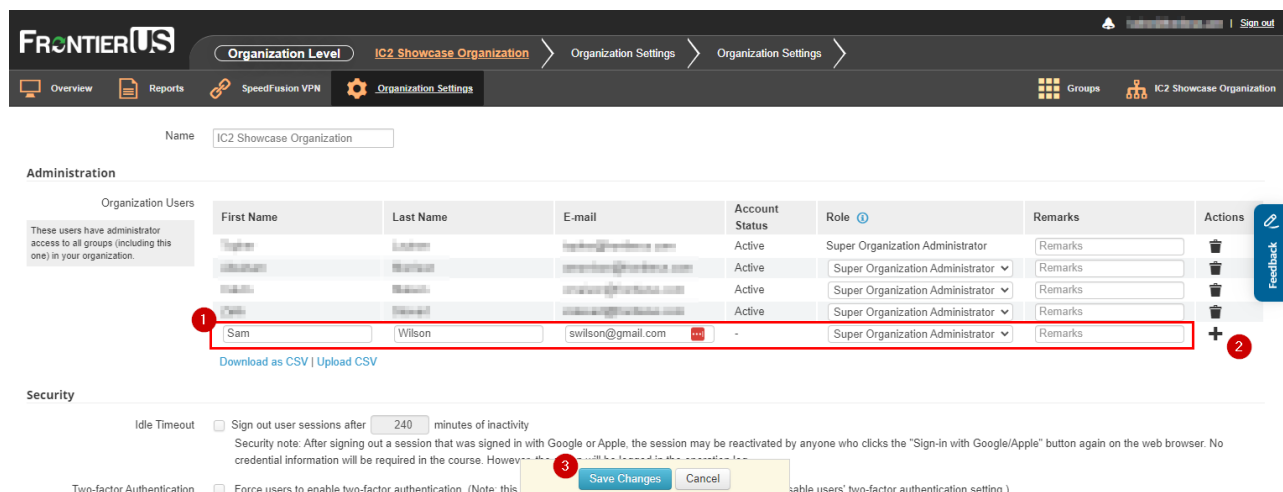
- For this guide, it's assumed that the organization and group are preexisting.
- All Incontrol2 users must create a Peplink ID that they will use to log in to the InControl2 platform.
- Organization users have access to all groups and devices found within that organization.
- Group users have access to only the group and devices within the group. Other groups within the same organization are not accessible.

Adding an Organization level user

From InControl2 at the Organization level, click **Organization Settings** along the menu bar at the top and select the **Organization Settings** option from the menu.



Enter the user's name and email and the role you'd like for them, click the 'plus' icon on the right, and finally click the **Save Changes** button on the bottom of the page.



Adding a Group level user

From InControl2 at the Group level, click **Settings** along the menu bar at the top and select the **Group Settings** option from the menu.

The screenshot shows the FrontierUS InControl2 interface. The top navigation bar includes 'Group Level', 'IC2 Showcase Organization', 'Group A', and 'Dashboard'. The 'Settings' menu is open, showing options like 'Device Management', 'Add Devices', 'Device IP Settings', 'Device System Management', 'Certificate Management', 'InControl Options', 'Notifications', 'Report E-mailing', 'Firmware Policy', 'Device Schedule', 'Geo-fencing', and 'Bulk Configurator'. The 'Group Settings' option is highlighted with a red circle and a number 2. The main content area shows 'Group A' with statistics for Online (1 device), Offline (1 device), and Total (2 devices). Below this is a table of devices with columns for Status, Device Name, Tags, Wi-Fi Config, Product, and Uptime. Two devices are listed: 'MAX_HD2_LTEA' and 'MAX_Transit Duo LTEA', both with 'Warranty Expired' status and 'Group level' Wi-Fi config.

Here, you'll see Organization users listed, but you can only add group level users. To add Organization level users, you need to be at the organization level.

In the Group users section, enter the user's name, email, and the role you'd like for them, click the 'plus' icon on the right, and finally click the **Save Changes** button on the bottom of the page.

The screenshot shows the FrontierUS InControl2 interface at the 'Group Settings' page. The top navigation bar includes 'Group Level', 'IC2 Showcase Organization', 'Group A', 'Settings', and 'Group Settings'. The 'Group Settings' page has a 'Group Name' field (Group A) and a 'Description' field. Below this is the 'Administration' section, which includes a table of 'Organization Users' and a table of 'Group Users'. The 'Group Users' table has columns for First Name, Last Name, E-mail, Account Status, Role, Remarks, and Actions. A new user 'Sam Wilson' is being added, with email 'swilson@gmail.com' and role 'Group Administrator'. The 'Save Changes' button is highlighted with a red circle and a number 3.

First Name	Last Name	E-mail	Account Status	Role	Remarks	Actions
Sam	Wilson	swilson@gmail.com	-	Group Administrator	Remarks	+