



# Adding a User

Adding a **User** to your Hydrawise account can be very helpful without the need for multiple accounts.

Plan	Home	Enthusiast	Starter	Contractor	Bronze	Silver	Gold
Users	3	5	5	5	15	30	45

To add a user, please view the steps below to access this feature:

1. Sign in to your [Hydrawise account](#) <sup>[1]</sup>.
2. Click on the **MENU** icon () on the upper left-hand side of the app. If accessing from a web browser, click on the () on the upper right-hand side.
3. Under **My ACCOUNT**, click **USERS**.
4. Click **ADD USER**.
5. Fill in the required details and click **OK**. This will send a validation email to the user to activate the account. The user must create a password upon visiting the Dashboard for the first time.

User Settings	Description
<b>Add Picture</b>	An image can be uploaded from your operating system or mobile device.
<b>User Name</b>	The name of the new user
<b>Email Address</b>	The email address that the new user will use to log in to the account
<b>Type of User</b>	<ul style="list-style-type: none"> <li>• If you want the user to have full control over the controller, select “Can modify configuration and run zones.”</li> <li>• If you don’t want the user to have control over configuration, select “Can view configuration, manually run zones.”</li> </ul>

**IMPORTANT** You cannot add a user who already has an existing Hydrawise account. If the user has an account, email us at [support@hydrawise.com](mailto:support@hydrawise.com) <sup>[2]</sup>. We will delete the account from our system and you can then add the user accordingly.

