

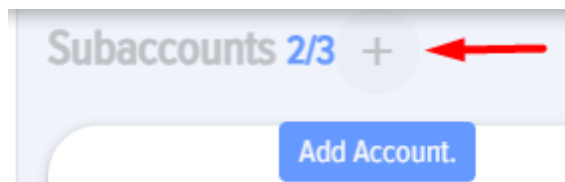
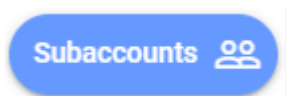
# Adding subaccounts

Adding an account.

Important conditions:

- This is the Bitrix24 account to which the University subaccounts will be linked.
- Only the Bitrix24 portal administrator can create an account. Not the application moderator.
- The account cannot be a Bitrix24 Administrator or a University application moderator.

Open the subaccounts module

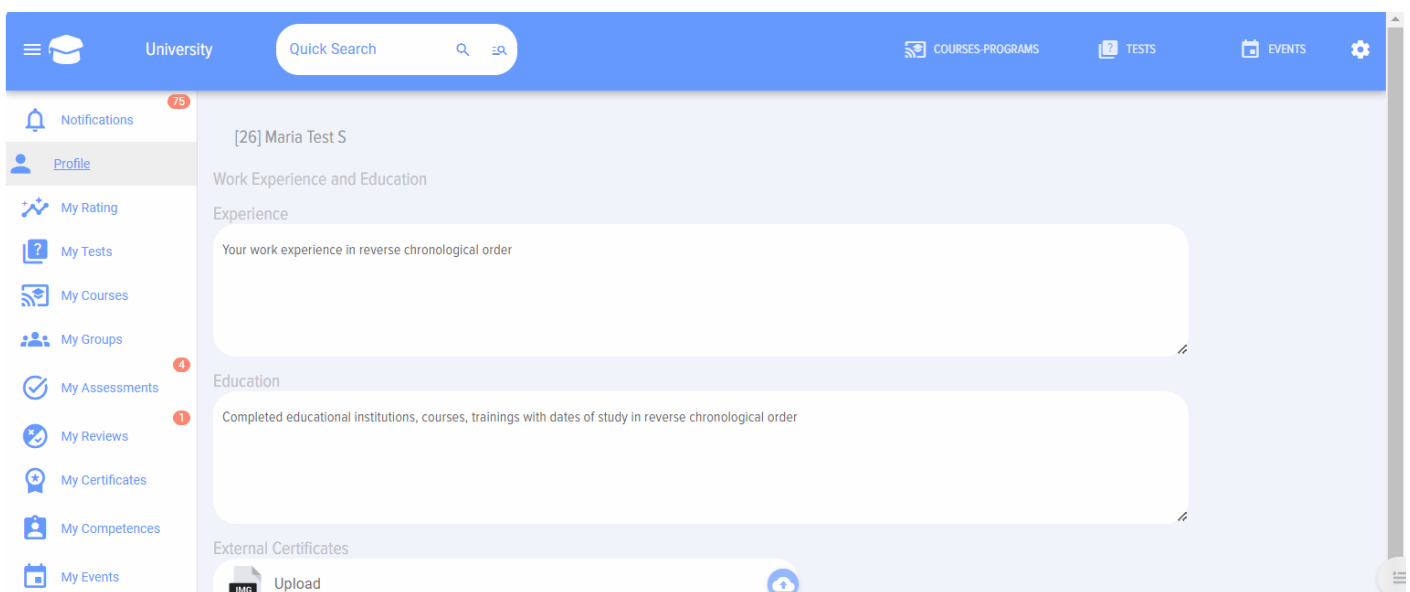


Click on the plus



Select the method of registering sub-accounts in the application

Independently. In this case, the portal administrator must enter only logins and communicate these logins to sub-accounts. When logging in, subaccounts will enter their login, then the application will offer to fill in the data (full name and position) and create a password.



By administrator. In this case, the administrator enters the login and fills in all the data (full name and position), transfers logins to sub-accounts. When logging in, the sub-account will be asked to create a password. The rest of the data (full name and position) will already be filled in by the Administrator.