Getting Onboard - Invite Users

This section guides you in inviting users to Bsharp Converse across various platforms.
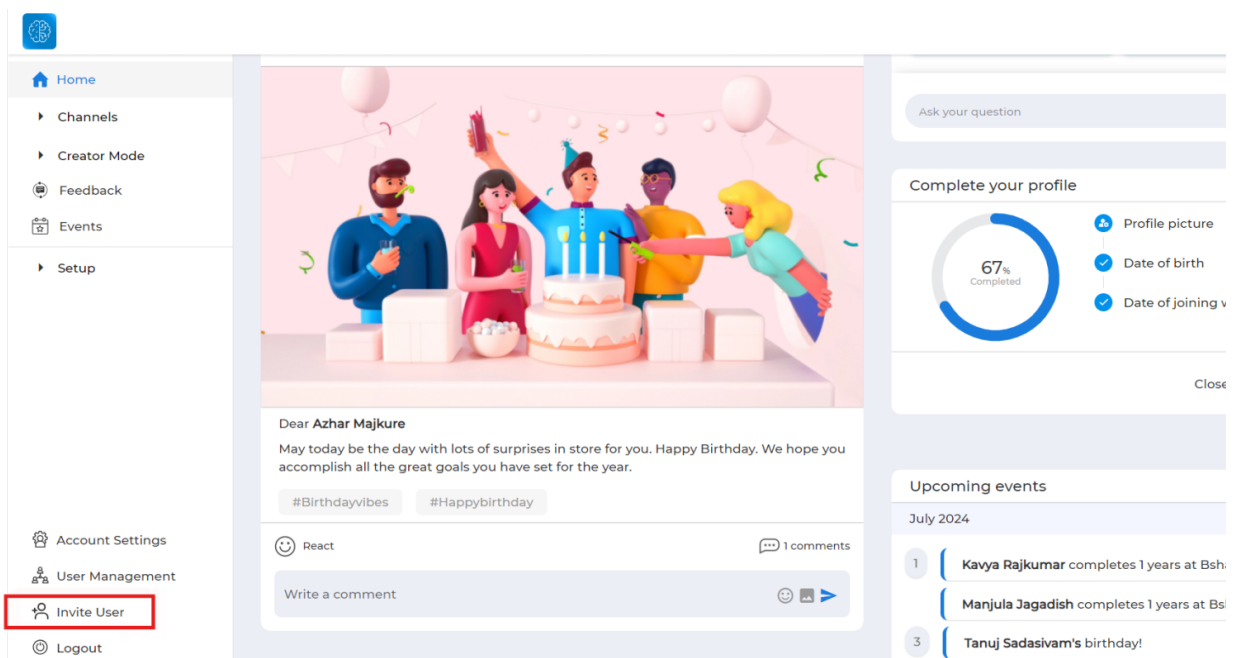
- How do you invite individual user to Bsharp Converse?
- How do you add Multiple users to Bsharp Converse?
- How do you get all my comapny users into the same domain?

How do you invite individual user to Bsharp Converse?

Admins have the option to invite team members to Bsharp Converse individually or in bulk, providing efficient user management regardless of the number of users.

To add your team member individually,

1. Head over to Bsharp Converse and select "Invite User" from the left navigation section.

2. Enter the required information of the team member and click on "Invite User."

First Name	Last Name	Mobile Number
Cristiana	Peter	🇮🇳 91+ 885566936

Date of Birth	Hired on	Designation
25/Feb 🗓	25/02/2021 🗓	Manager

Email Address	Manager Email Address
Cristina@gmail.com	Grv@gmail,com

Country	Role
India 🇮🇳	User ▲

Invite User

The invited team member will receive an invitation via email to join your Bsharp Converse account.

How do you add Multiple users to Bsharp Converse?

To add multiple users to Bsharp Converse, the admin can use the bulk invite feature by entering the necessary information through the user management section, ensuring efficient team onboarding.

To add Multiple users,

1. Head over to Bsharp Converse and navigate to the "Invite Users" section in the left menu. From

2. You will be redirected to the bulk upload section where you can add users by downloading the provided sample template.

3. In the Excel template you downloaded, enter the required information for the users you wish to upload.

First_Name	Last_Name	Mobile_Number	Date_of_Birth	Email_Address	Hired_on	Country	Designation	Manager_Email_Address

4. Uploa

Bulk Upload

Download sample format

Upload file

Submit

Thus, the users will be added to Bsharp Converse and will receive an invitation.

How do you get all my comapny users into the same domain?