

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](#) [1].
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 |
|----------------------|---|
| Add Picture | An image can be uploaded from your operating system or mobile device. |
| User Name | The name of the new user |
| Email Address | The email address that the new user will use to log in to the account |
| Type of User | <ul style="list-style-type: none">• If you want the user to have full control over the controller, select “Can modify configuration and run zones.”• If you don’t want the user to have control over configuration, select “Can view configuration, manually run zones.” |

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 [2]. We will delete the account from our system and you can then add the user accordingly.