

Adobe Support | Assigning of Users



Actions for **End-User Admin** (person whose details were used when the account was created)

Steps below to assign licenses to the users in the company.

- 1 Log on the Admin Console - <https://adminconsole.adobe.com>
- 2 Click on "Overview".
- 3 Select "Add users" (Quick links – top right).

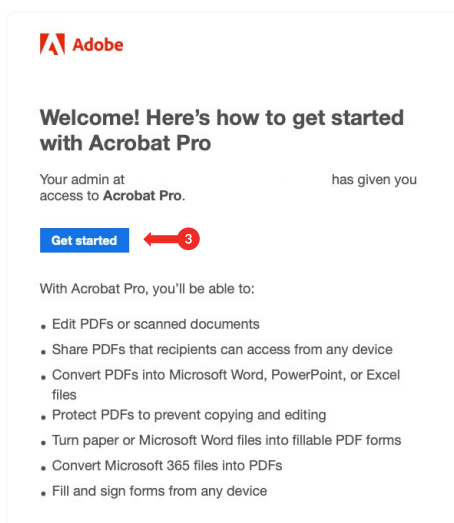
- 4 Provide the user's email address (or username if they are already on the system). Select "add as a new user" from the dropdown menu.
- 5 Select the product you would like to assign, click **apply** and then **save**.



Actions for Users

Steps below for users to access the licenses assigned to them.

- 1 Users should **log out** of any Adobe software, **clear cookies, cache and history** – if any.
- 2 An email will come directly from Adobe, **when the administrator assigns the licenses to the users.**
- 3 Users should follow the **“Get Started” link within the email ONLY.**



- 4 If the user does not have an **Adobe ID** (and isn't using SSO), they will be prompted to create one.
- 5 Once logged in, the user will see the option to select individual or company – **select company.** **Sign in** using their credentials and **download the software.**