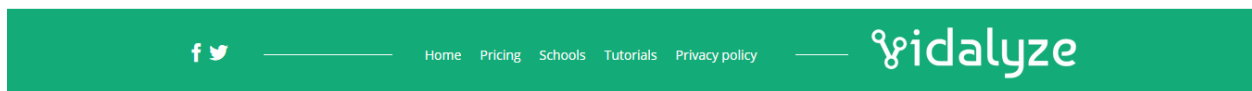
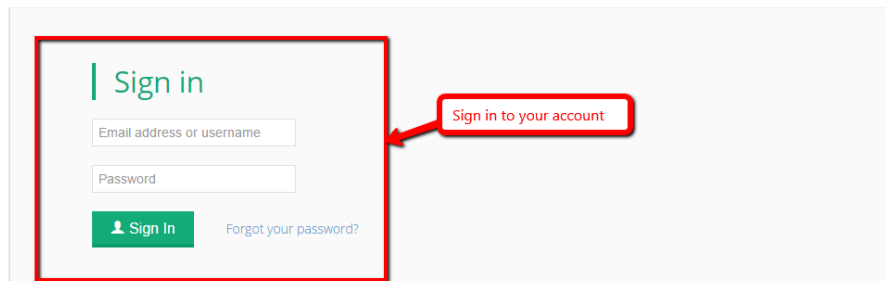
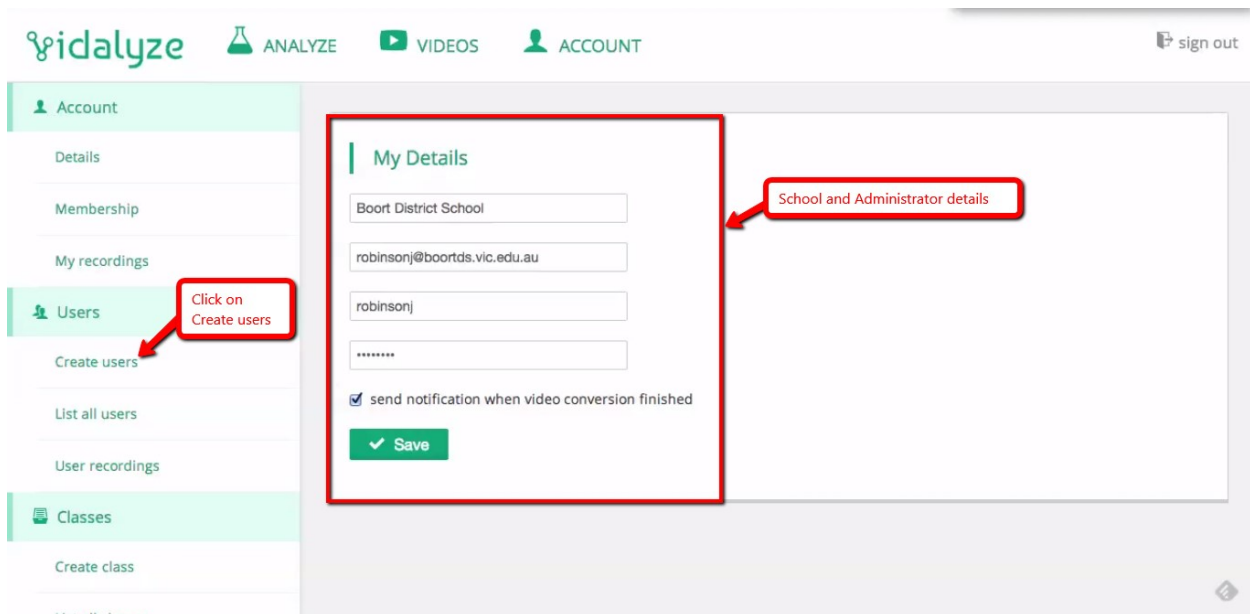


After completing this tutorial you will learn how create users using vidalyze school admin dashboard.

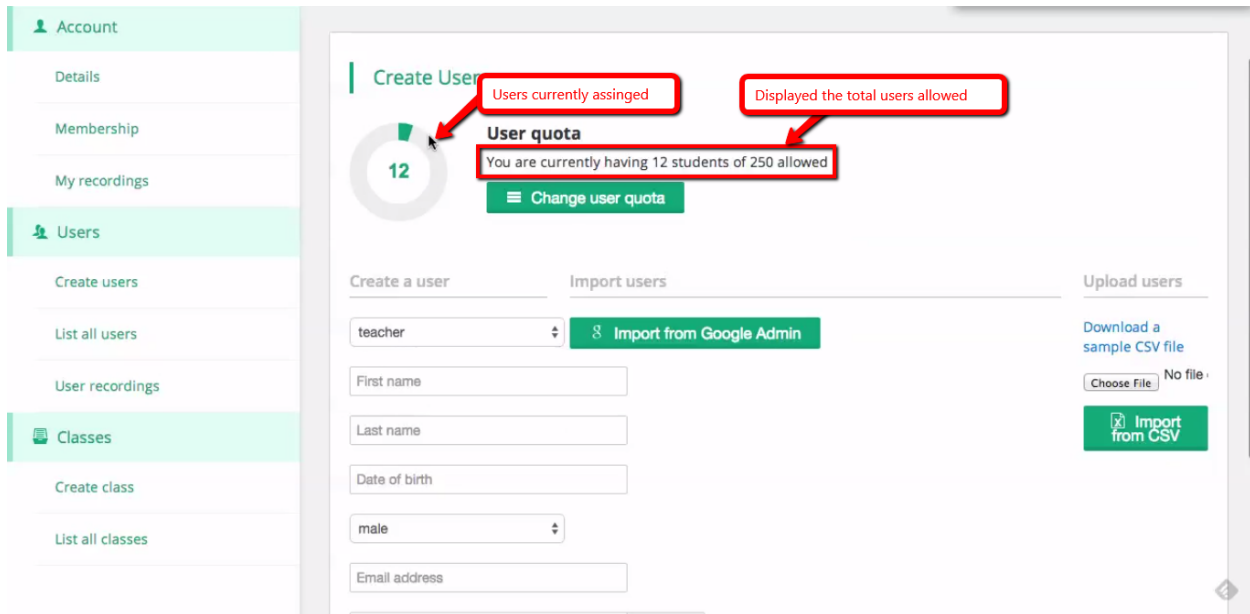
Step 1: Log in to your vidalyze account.



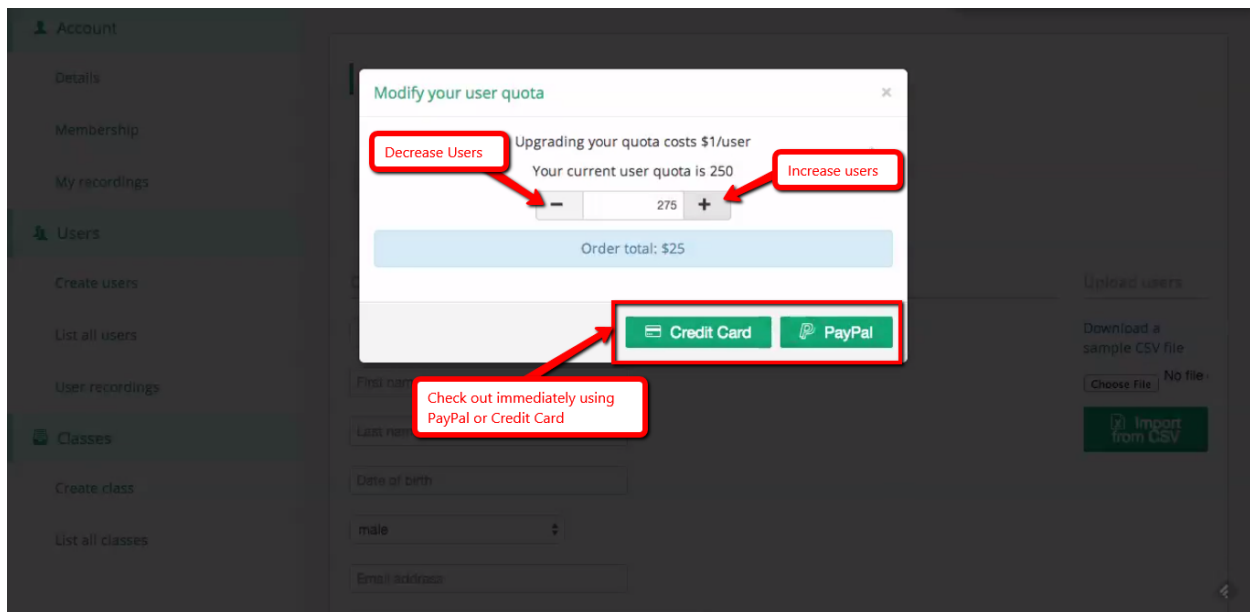
**Step 2:** It will take you to the administrator dashboard where details regarding your **School** details and administrator who is responsible for the various set up and etc. Click on **Create users**.



**Step 3:** The page is able to display the users you currently have and the total users you are allowed to have.



**Step 4:** Click on **Change user quota** button to change the amount of users that you want and check out immediately with credit card or paypal.



**Step 5:** Fill out the form with the corresponding details. Either teacher or student, first name, last name, date of birth, gender, email address, username and password. You can generate username and password automatically by clicking **generate** button.

The screenshot shows the 'Create a user' form in the Vidalyze application. The form is divided into two main sections: 'Create a user' and 'Import users'. The 'Create a user' section includes a dropdown menu for user type (teacher/student), text input fields for first name, last name, date of birth, email address, and confirm password, and a dropdown for gender. The 'Import users' section includes a button for 'Import from Google Admin' and a file upload area for 'Import from CSV'. Annotations with red boxes and arrows highlight the user type dropdown, the 'Generate' buttons for username and password, and the 'Save' button.

Annotations:

- Select either teacher or student
- Click generate to generate username and password automatically
- Save

**Note:** As soon as you click on **Save** it automatically send the information to the teachers or students that you registered.