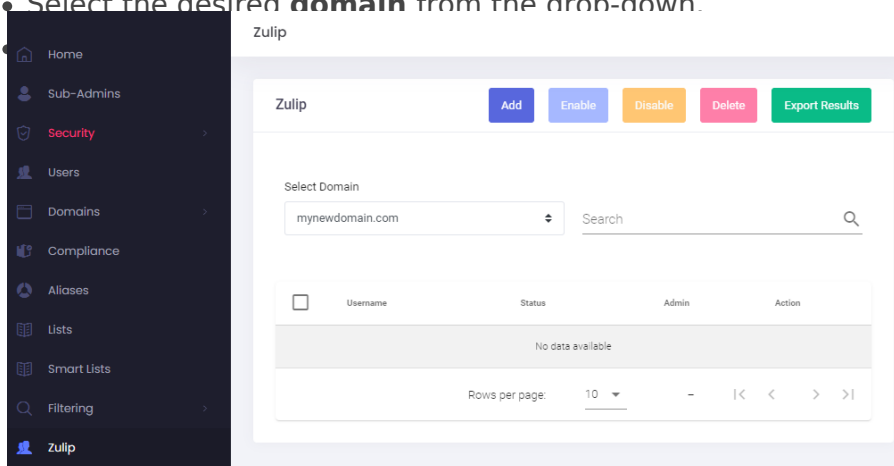# Add users to Zulip

Each mailbox can be added to the Zulip ecosystem, and only same-domain users can collaborate in our Zulip integration.

Adding external collaborators to Zulip is possible only if you create an e-mail address for them.

Adding a new user to Zulip

- Go to the **Admin Panel.**
- Log in using your Admin username and password.
- Click on **Zulip** in the menu bar.
- Select the desired **domain** from the drop-down.

- A new window with a list of users from the domain will show.
- Select the users you wish to activate Zulip for.
- Click on the **Allow** button. Allow up to 5 minutes for the system to add the users to the Zulip ecosystem.

	Username
☑	john
☑	anne
☑	deedee
☐	u1

Rows per page: 10 ▾   1-4 of 4 |< ‹ › >|

Allow

Zulip

| Zulip | | Add | Enable | Disable | Delete | Export Results |

Select Domain

mynewdomain.com ▾   Search 🔍

	Username	Status	Admin	Action
☐	john	Allowed	-	✏ 🗑
☐	anne	Allowed	-	✏ 🗑
☐	deedee	Allowed	-	✏ 🗑
		Rows per page: 10 ▾	1-3 of 3	|< ‹ › >|

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