Creating Accounts for Providers/Schedulers

1. From Admin Tools, click on “Manage Providers”



1. Click on “Add Provider” Button



1. Fill out these 5 fields
	1. First Name, Last Name, Username, Email, Send Activation Email



1. Click on the “Orgs” Tab



1. Select “USCG” Org. Select “Provider” as the role. Then click “Create User”

