

## Creating an Administrator IAM User and Group (Console)

This procedure describes how to use the AWS Management Console to create an IAM user for yourself and add that user to a group that has administrative permissions from an attached managed policy.

### To create an administrator user for yourself and add the user to an administrators group (console)

1. Use your AWS account email address and password to sign in as the [AWS account root user](#) to the IAM console at <https://console.aws.amazon.com/iam/>.
2. In the navigation pane, choose **Users** and then choose **Add user**.
3. For **User name**, type a user name, such as **Administrator**. The name can consist of letters, digits, and the following characters: plus (+), equal (=), comma (,), period (.), at (@), underscore (\_), and hyphen (-). The name is not case sensitive and can be a maximum of 64 characters in length.
4. Select the check box next to **AWS Management Console access**, select **Custom password**, and then type your new password in the text box. If you're creating the user for someone other than yourself, you can optionally select **Require password reset** to force the user to create a new password when first signing in.
5. Choose **Next: Permissions**.
6. On the **Set permissions for user** page, choose **Add user to group**.
7. Choose **Create group**.
8. In the **Create group** dialog box, type the name for the new group. The name can consist of letters, digits, and the following characters: plus (+), equal (=), comma (,), period (.), at (@), underscore (\_), and hyphen (-). The name is not case sensitive and can be a maximum of 128 characters in length.



9. In the policy list, select the check box next to **AdministratorAccess**. Then choose **Create group**.
10. Back in the list of groups, select the check box for your new group. Choose **Refresh** if necessary to see the group in the list.
11. Choose **Next: Review** to see the list of group memberships to be added to the new user. When you are ready to proceed, choose **Create user**.