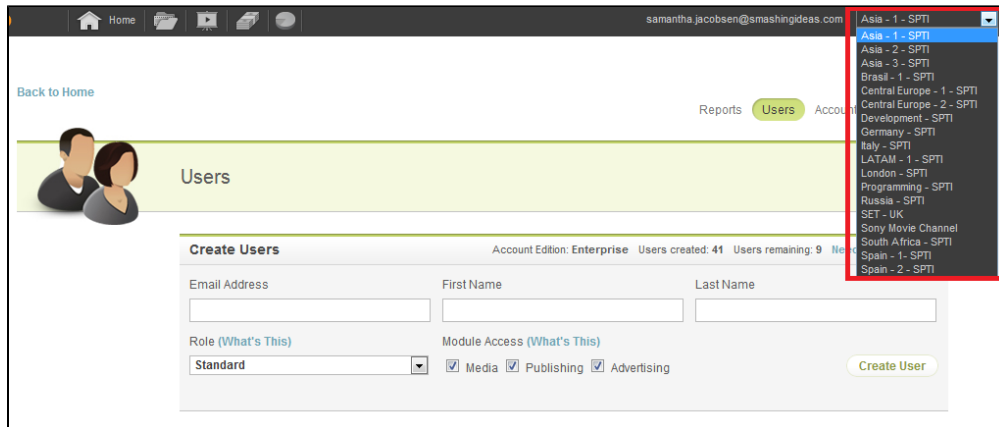# Create Brightcove Account(s)
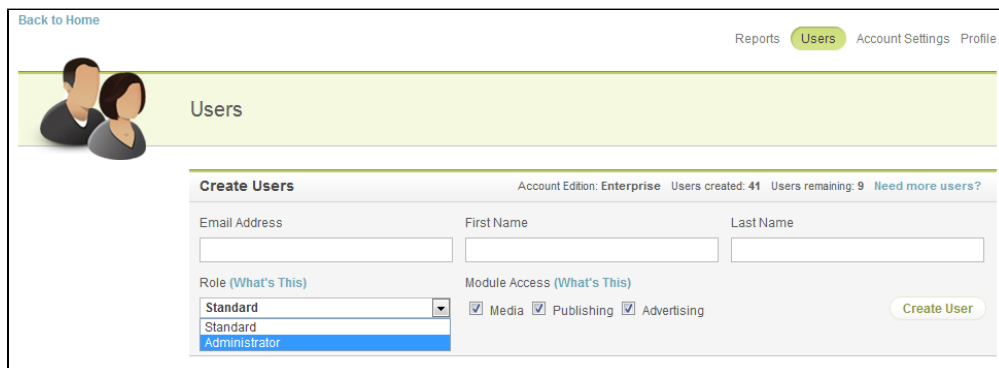
Log onto Brightcove and select **Users** from the home screen.

On this screen, you can now select any account you need to add a user to.

Enter the new person's **Email Address**, **First Name** and **Last Name** and set his or her role to **Administrator**.

Select **Create User**. Repeat the process for each account the new person needs access to.