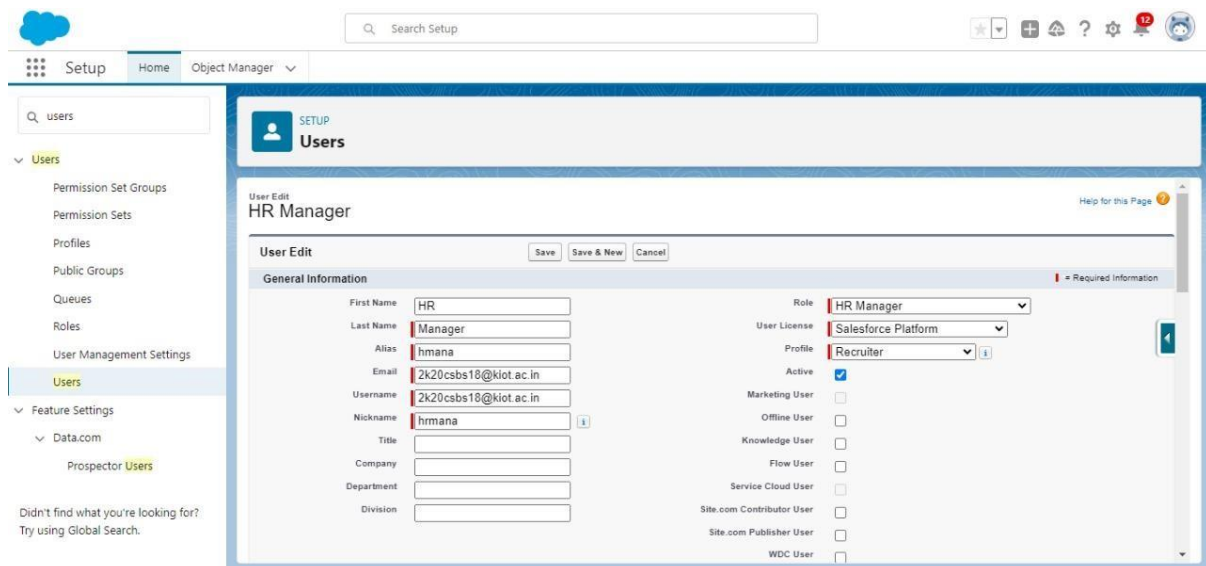


To Create A User

- 1.From Setup, enter Users in the Quick Find box, then select Users.
- 2.Click New User.
- 3.Enter First name as HR and last name as Manager.
- 4.Enter the user's name and email address and a unique username in the form of an email address. By default, the username is the same as the email address.
- 5.Then create a new role HR Manager.
- 6.Select user License as Standard Platform User.
- 7.Select profile (Recruiter).



The screenshot shows the Salesforce Setup interface. On the left, the 'Setup' menu is open, and 'Users' is selected under 'User Management Settings'. The main content area is titled 'User Edit: HR Manager'. It contains a form with the following fields:

- First Name:** HR
- Last Name:** Manager
- Alias:** hmana
- Email:** 2k20csbs18@klot.ac.in
- Username:** 2k20csbs18@klot.ac.in
- Nickname:** hmana
- Title:** (empty)
- Company:** (empty)
- Department:** (empty)
- Division:** (empty)
- Role:** HR Manager
- User License:** Salesforce Platform
- Profile:** Recruiter
- Active:** ☒
- Marketing User:** ☐
- Offline User:** ☐
- Knowledge User:** ☐
- Flow User:** ☐
- Service Cloud User:** ☐
- Site.com Contributor User:** ☐
- Site.com Publisher User:** ☐
- WDC User:** ☐

Buttons at the top of the form include 'Save', 'Save & New', and 'Cancel'. A red exclamation mark icon indicates 'Required Information'.

- 8.Click save