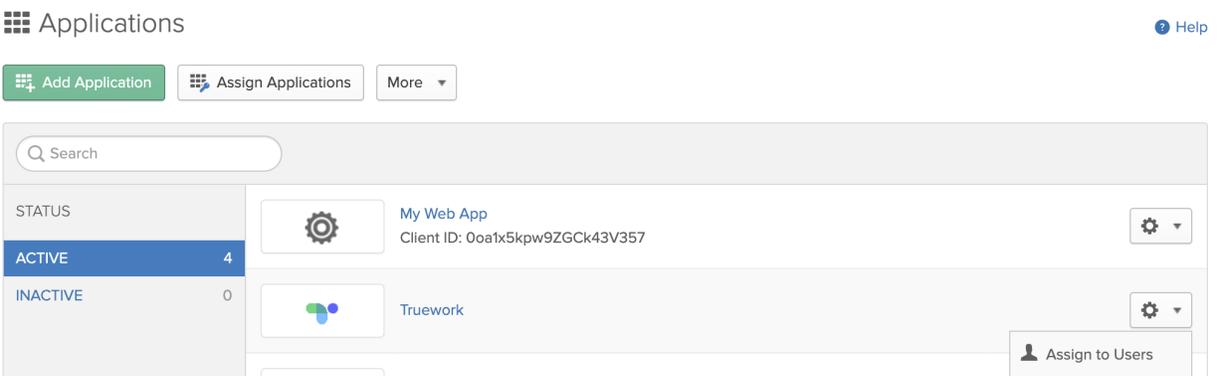


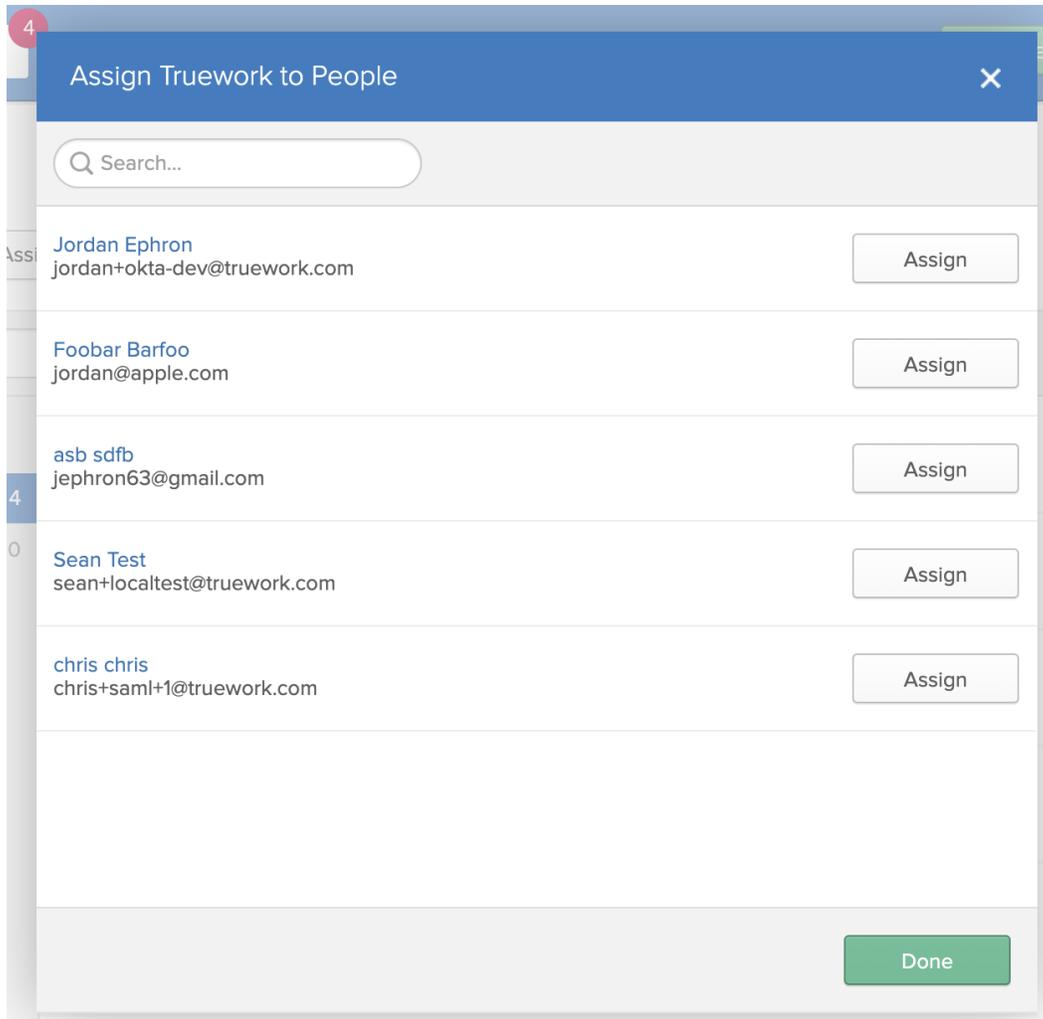


# Assigning Truework Admin in Okta

1. Under "Applications," in your Okta account, look for the Truework App you have created. From the settings, "Assign to users."



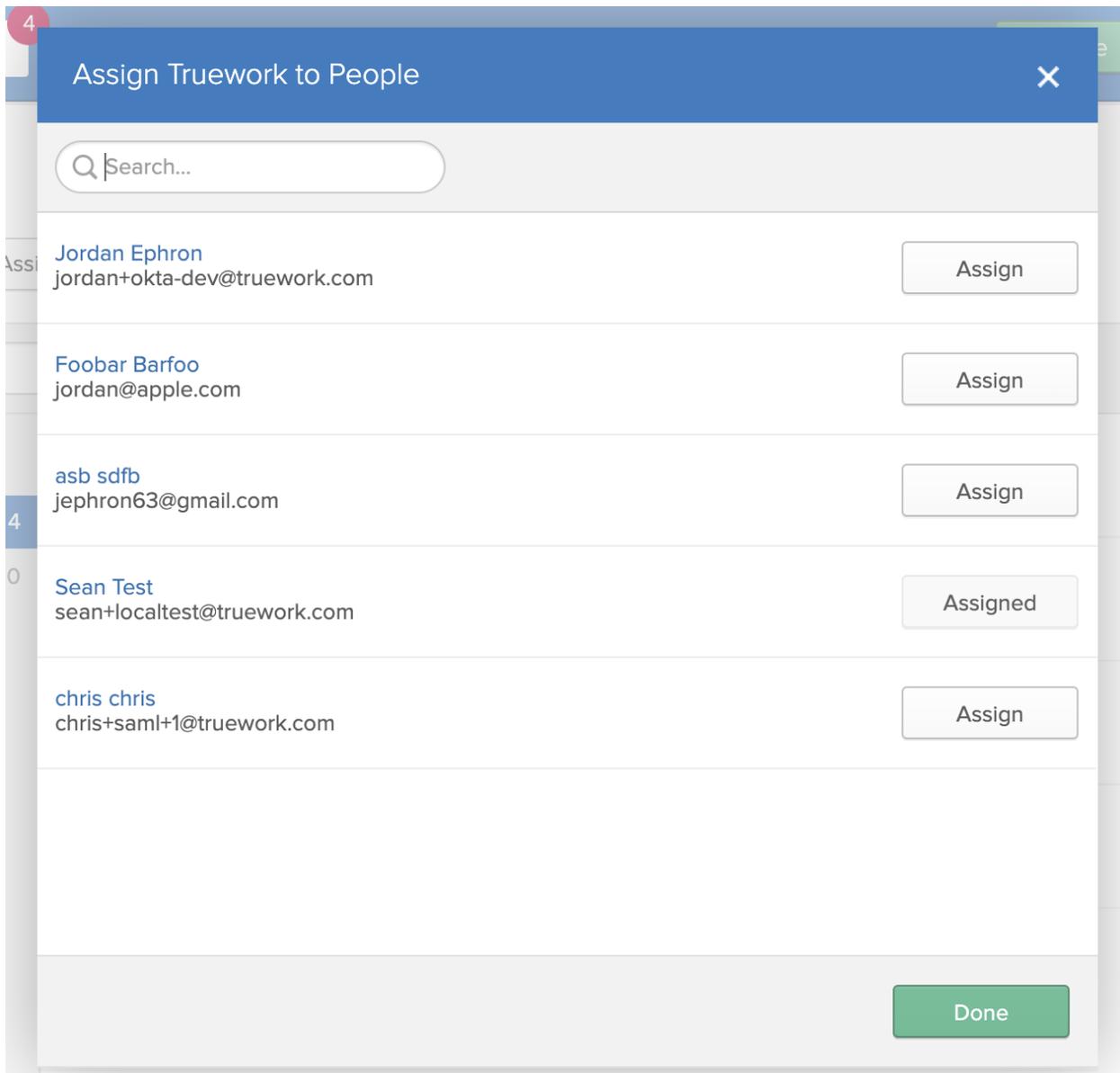
2. In the modal, assign users:



3. Then, provide a User Name. From there, select "Save and Go Back."

The image shows a modal window with a blue header bar containing the text "Assign Truework to People" and a close button (X). Below the header, there is a label "User Name" followed by a text input field containing the email address "sean+localtest@truework.com". At the bottom right of the modal, there are two buttons: a green button labeled "Save and Go Back" and a white button labeled "Cancel".

5. To identify who has and has not been assigned to the Truework App, you can refer to your modal:



6. Once you have assigned the appropriate users, provide your Truework POC with a list of their emails! Truework will arrange final configurations, and will contact your users to let them know when they can log in using SSO.