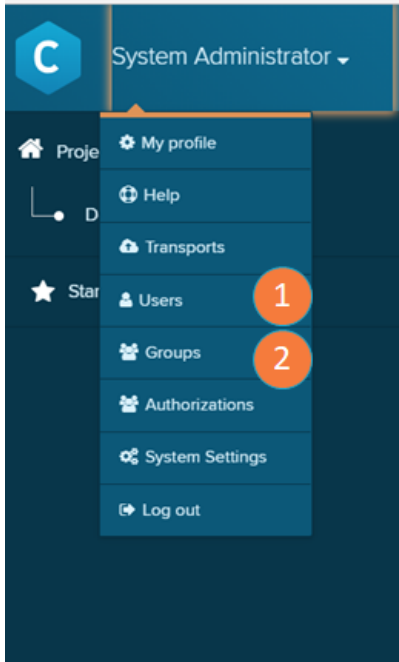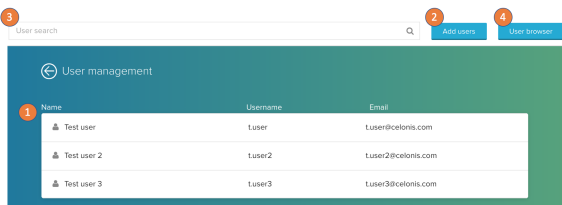# User management & Permissions

Navigation

To manage your Users and Groups, navigate to the Homescreen and open the the main menu.

1. Users: opens the Users screen.

2. Groups: opens the Groups screen.

Users

1. A list of all users with the username, the user's name and the user's mail adress.

2. Add a new user with the button 'add new user'

3. Search the user list.

4. Enter the user browser here. The user browser offers a table with detailed informations on the user roles and sorting and filtering on the user list. As well as the possiblity to export the list as .csv.

Groups
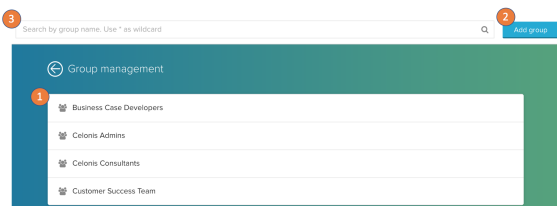
1. A list of all groups in your Celonis installation. Click on a list entry to enter it.

2. Add a new group with the button 'add user'

3. Search the user list.

Related content

- User Profile
- Groups
- User roles
- Content Permissions
- Authorizations