



# How To Invite Team Members To Join Your Organization

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## How To Invite Team Members / Employees To Join Your Organization



This guide will walk you through the process of inviting team members such as your Warrant of Fitness Inspectors to join your organization. You might also want to invite your Reception/office staff so that they can see the Warrant of Fitness sheets on their computers to contact customers, email the Warrant of Fitness check sheet, and create repair estimates using the [itsallauto.com](#) automated system. By following these steps, you can onboard new team members. I recommend that you have your device ready, and follow along with each step so that you can invite your Warrant of Fitness Inspectors and other team members to join. Please pause this video at any time so that you can follow the steps required.

Go to [localhost:5174](http://localhost:5174)

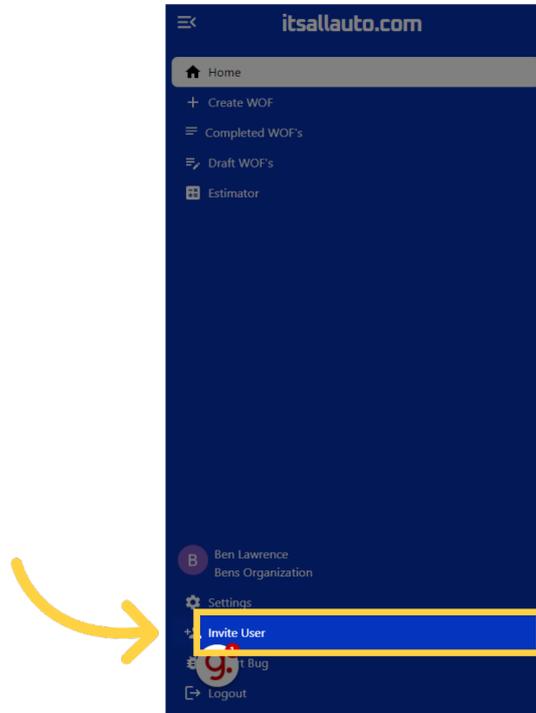
## 01 Click here

Click the 3 line menu icon on the top left to open the side bar menu.



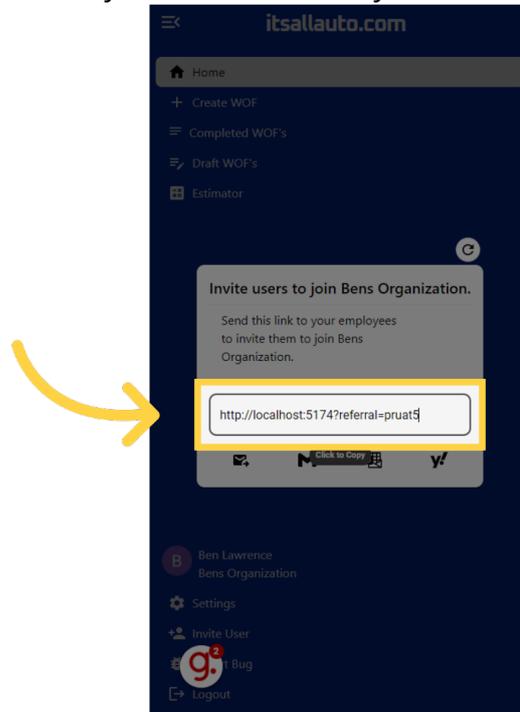
## 02 Click "Invite User"

Click the Invite user Link.



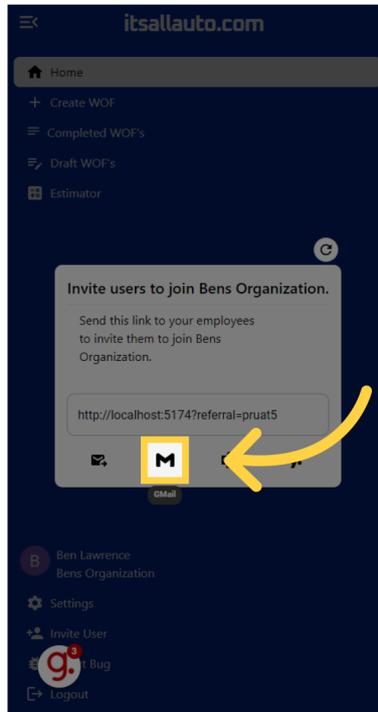
### 03 Click "http://localhost:5174?referral=pruat5"

You have the option to copy the Invite link here. If you use this option, then simply copy the link and paste it into an email that you want to send to your team member / employee.



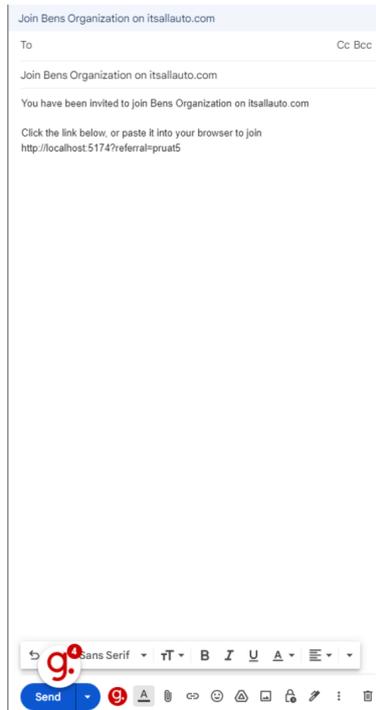
## 04 Click here

Otherwise you can open an email template to send to the person you are inviting by picking one of the email options.



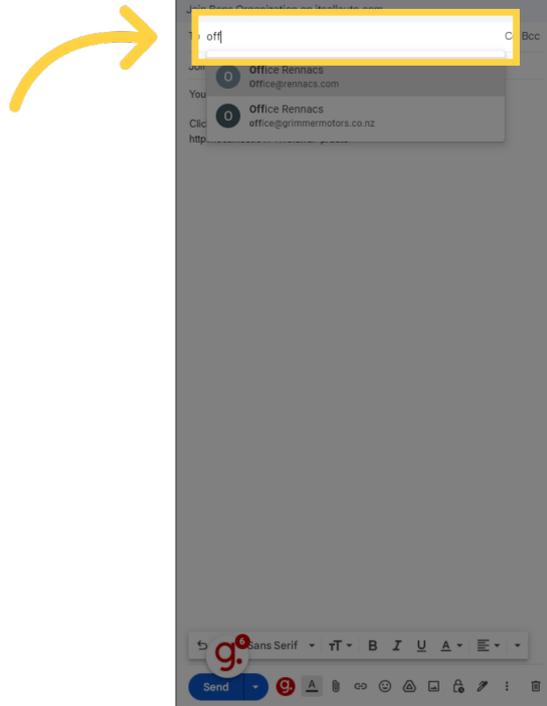
## 05 Switch to "mail.google.com"

This will open a new tab with the invitation to join email template, which you can send directly to your Warrant of Fitness Inspectors or other team members you desire.



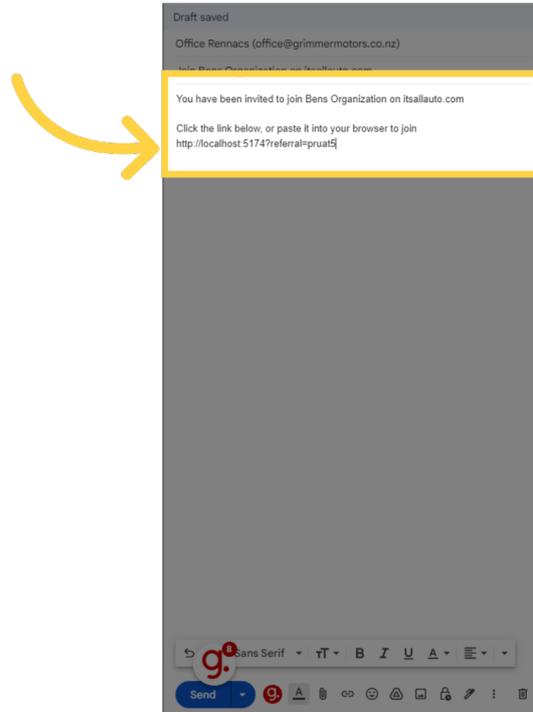
## 06 Fill "off"

Enter the persons email address here.



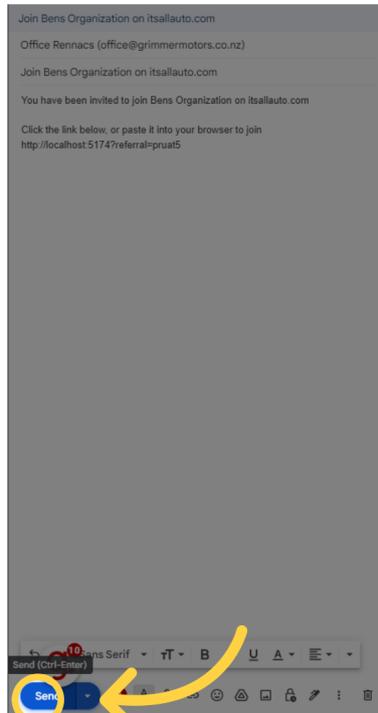
**07** Click "You have been invited to join Bens Organization on itsallauto.com" Click the link below, or paste it into your browser to join <http://localhost:5174?referral=pruat5>

You can see the invitation link at the bottom of the email.



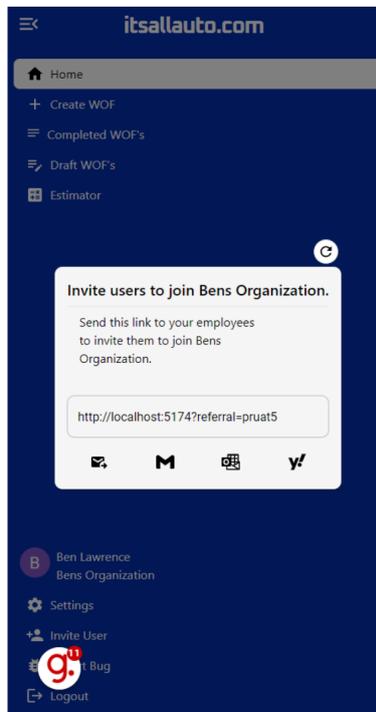
## 08 Click "Send"

Send the email by tapping on Send.



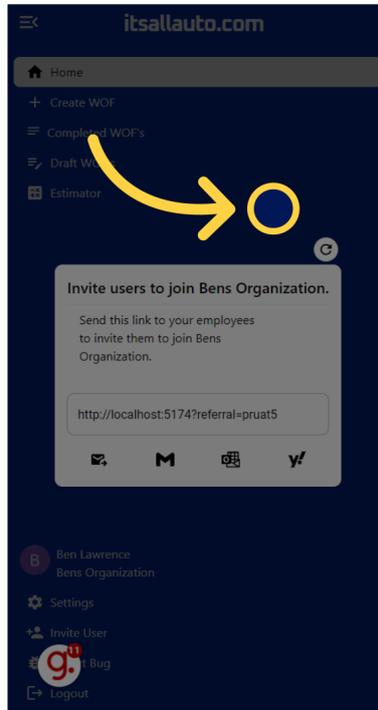
## 09 Switch to "localhost:5174"

You have now successfully emailed an invitation to one of your Warrant of Fitness inspectors or another team member to join your organization. You can now navigate back to the its all auto home screen.



## 10 Click here

Click on the invite popup to close it.



Thank you for watching. If you wish to contact us you can email us at [admin@itsallauto.com](mailto:admin@itsallauto.com) , or phone 07 595 0032 If you know someone who could benefit from our FREE online Warrant of Fitness system, then please let them know about [itsallauto.com](http://itsallauto.com).

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