

# Provisioning Stakeholders

We provision stakeholders for users that just need to be able to view and track work items in ADO. We have unlimited stakeholder licenses and they are free.

## Steps


1. Go to <https://dev.azure.com/eFileCabinet>
2. Click on **Organization Settings** in the bottom left corner
3. In the nav menu on the left side of the screen, select **Users**
4. Click the **Add User** button in the top right corner of the table with all the users
5. Fill out the all the fields as shown in the screen shot below, as well as the email of the user to add

## Add new users

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Required fields are marked with an asterisk

Users or Service Principals \*

 Users or Service Principals

Access level

Stakeholder

Add to projects

Utopia

Azure DevOps Groups

Project Readers

☒ Send email invites (to Users only)

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