

Creating a New Account

To sign up and create a FREE Tawk.to account, follow these simple steps:

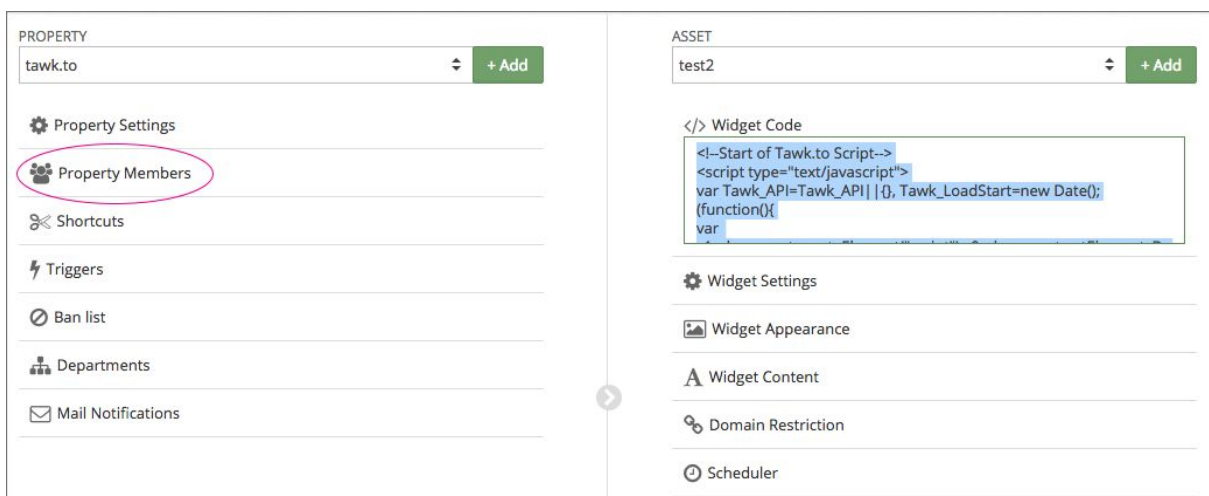
1. Sign up at <https://www.tawk.to/>
2. Log in to the Dashboard: <https://dashboard.tawk.to/>
3. You will be prompted with a Setup Wizard
4. Follow the steps in the Wizard to add the widget to your site

How to Invite and Manage Agents

tawk.to is an Agent Centric chat application, which means every agent has their own account and you can share **Properties**. E.g. if you added a friend to one of your **Properties**, they would be able to see visitors on your website, and answer chats from them.

It's easy to Invite New Agents or Manage Agents. Just Follow These Steps:

- Click on the **Admin Cog** in the sidebar menu of the dashboard.
- Click on **Property Members** in the left column



- Click on **Invite Member** on the top right.
- Follow the steps to invite your team members to the Property.

Note :

You can Modify an Agents status as Enabled or Disabled and designate their role as either an Admin or Agent.

Agents will receive an email and **must confirm the invitation** for them to join and manage chats from your website or page.