# Envio360 User Setup

You can access our platform through https://premium.emodal.com/ which takes you to the following page:

**1.** Click the Log In on the top right of the page and log in with the admin account (for the company) credentials



From the Hamburger menu, click on **User Management**.
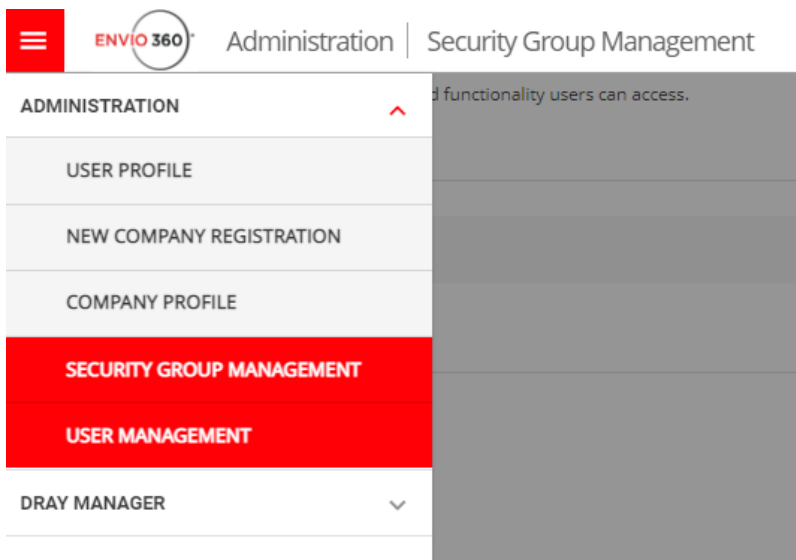
Once inside the menu, click on the plus "+" symbol to start adding your first user.

When clicking on the plus symbol, you'll see the following options to fill in. Remember to choose the port of LALB.



**Note:** User will receive an email asking for verification.