

## Accessing User Management

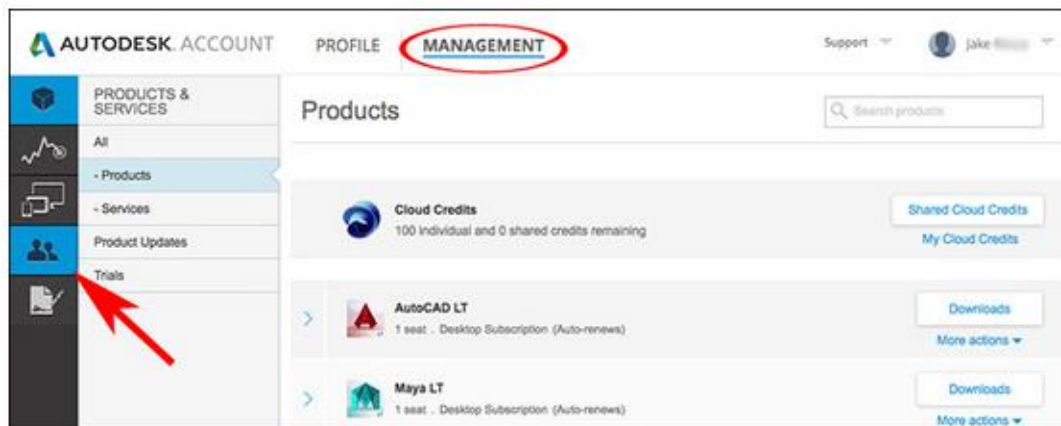
Subscription administrators such as Contract Managers and Software Coordinators can add or remove users for software and services on a Subscription contract in Autodesk Account.

Accessing User Management

**To access User Management in Autodesk Account:**

1. Sign in to your Autodesk Account at [accounts.autodesk.com](https://accounts.autodesk.com)
2. Select **Management** to view your Products & Services.
3. Click on the **Users** icon in the left-hand navigation menu.

**Note:** You will only see this option if you are an account administrator such as a [Contract Manager](#) or [Software Coordinator](#).

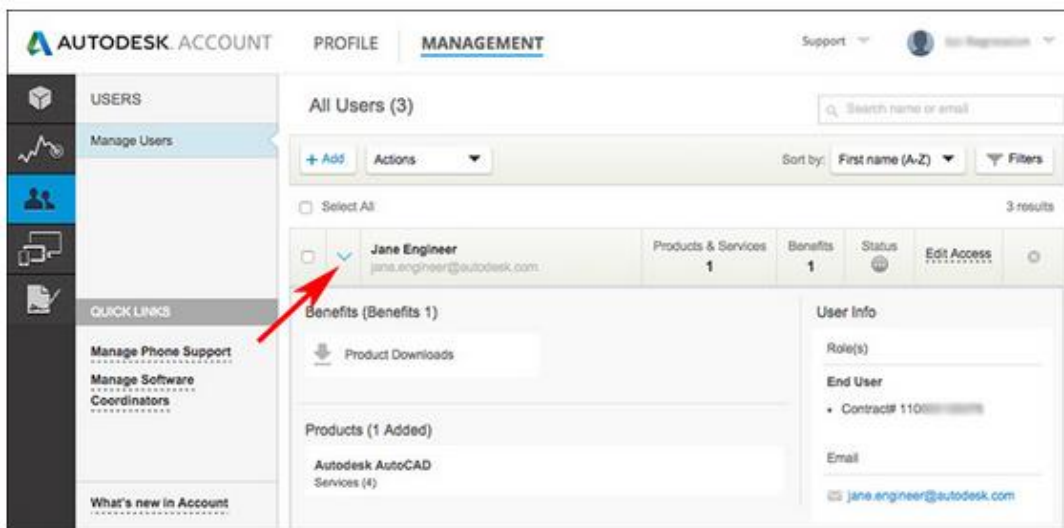


The User List is the primary interface for managing users in your Autodesk Account. Click the arrow next to a user name to display the following information:

- **Name & Email Address:** Used to sort users and grant access to Account benefits.
- **Product & Services:** Number of software assets or cloud services assigned to a user.
- **Benefits:** Items such as access to software downloads and customer support.

- **Status:** A check indicates the user has accessed assigned benefits.

**User list:**



The screenshot shows the Autodesk Account Management interface. The left sidebar contains navigation options like 'USERS', 'Manage Users', and 'QUICK LINKS'. The main content area is titled 'All Users (3)' and displays a table of users. The user 'Jane Engineer' is highlighted, and a red arrow points to a checkmark in the 'Status' column, indicating that the user has accessed assigned benefits. The table also shows 'Products & Services' (1) and 'Benefits' (1) for this user. Below the table, there are sections for 'Benefits (Benefits 1)', 'Product Downloads', and 'Products (1 Added)'.