

# **Cloud Access Management**

## **Getting Started**

### **Product Documentation**



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# Getting Started

## Creating Admin User


Last updated : 2021-07-19 17:53:04

### Overview



This document describes how to quickly create a sub-user with the admin permissions in the CAM console with the root account. This admin account can manage all users and their permissions, financial information, and Tencent Cloud service assets under your Tencent Cloud account.

### Directions

1. Log in to the [CAM console](#) and select **User > User List** on the left sidebar.
2. On the user list page, click **Create User**. Then, on the user creation page, click **Quick User Creation** to enter the quick user creation page.
3. On the quick user creation page, follow the prompts to set the user information and specify whether to reset the password.

**What is the Sub-user Fast Creation?**  
You will quickly create one or more sub-users through the current process. By default, the sub-users have a random password to log in to the console, and have the global permission AdministratorAccess. After verifying message channels, the sub-users will be able to receive all the messages sent to you from Tencent Cloud. You can click  to edit the above default content.

**As the sub-user name is used for login, you cannot change the name after confirmation.**  
**The login password is used for the sub-user to log in to the console. After the sub-user obtains the login password, they can log in through the [Sub-user Login Link](#).**  
**Users with incomplete phone information will be required to complete and verify their phone information when logging in to ensure account's safety and receiving messages in a timely manner.**

User Information *	Username *	Access Method	User permissions	Receivable Message Types	Operation
	<input type="text"/>	Console Login 	AdministratorAccess 		Delete

[Add User](#) (Up to 10 users can be added each time)


Password resetting required  User must reset password the next time they log in.

[Create User](#)

#### Note :

- The sub-user created in this way has the admin permissions by default (that is, it is bound to the `AdministratorAccess` policy).



- You can modify the user information by clicking the  icon. If the bound policy is not `AdministratorAccess` , the newly created sub-user does not have the admin permissions.
- For more information on user permissions, please see documents related to [policy](#).

4. Click **Create User**. You will be redirected to the page prompting that the user is successfully created, and you can get the sub-user information in the following two methods:
  - Click **Copy** to directly get and copy the login information of the sub-user.
  - Click **Send**, enter the email address, and the system will send the complete sub-user information to the specified email address.
5. At this point, user creation has been completed, and the newly created user will be displayed in the user list.

# Creating and Authorizing Sub-account

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## Overview

Sub-accounts include sub-users, collaborators, and message recipients. The differences between different types of users are as follows (for more information, please see [User Types](#)) :

- Sub-user: it is created and fully owned by a root account.
- Collaborator: it has the identity of a root account. After it is added as a collaborator of the current root account, it becomes one of the sub-accounts of the current root account and can switch back to its root account identity.
- Message recipient: it can only receive messages.

This document describes how to use the root account or admin user to create a sub-account (sub-user/collaborator) in the CAM console and bind it to a permission policy.

## Prerequisites

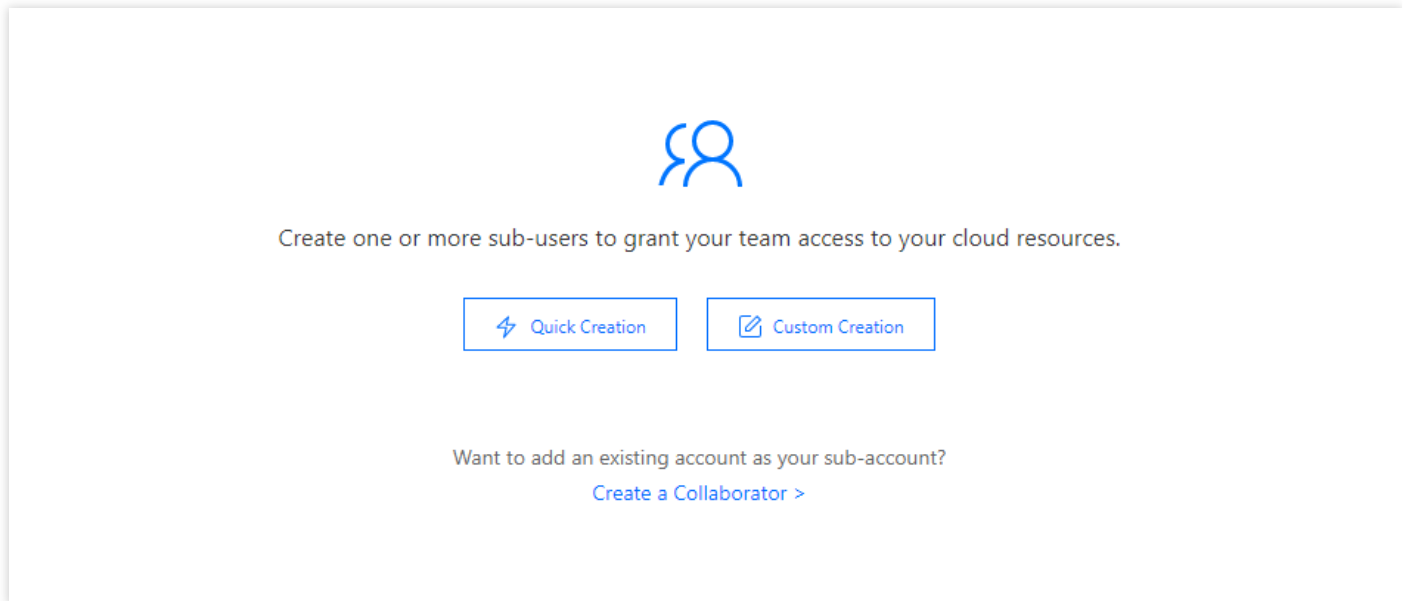
- To create a collaborator, please [sign up for a Tencent Cloud account](#) first.
- To use an admin user to create a sub-account, please [create an admin user](#) first and then follow the steps below.

## Directions

You can click the following tabs to view the directions to create and authorize different types of sub-accounts.

- [Creating and authorizing a sub-user](#)
- [Creating and authorizing a collaborator](#)

1. Log in to the CAM console and select **User** > [User List](#) on the left sidebar.
2. On the user list page, click **Create User**.
3. On the user creation page, select the creation method. Taking custom creation as an example, the steps are as follows:



4. On the user type selection page, select **Access Resources and Receive Messages** and click **Next** to enter the user information.
5. On the user information configuration page, set the user information, access, and other information and click **Next** to set the user permissions.
6. On the user permission configuration page, bind policies to the sub-user and click **Next** to review the information and permissions.
7. On the information and permissions review page, confirm that the configuration information is correct and click **Done**.

8. You will be redirected to the page prompting that the user is successfully created, and you can get the sub-user information in the following two methods:
  - Click **Copy** to directly get and copy the login information of the sub-user.

- Click **Send**, enter the email address, and the system will send the complete sub-user information to the specified email address.



# Logging in to Console with Sub-account

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## Overview

This document describes how to log in to the console with a sub-account (sub-user/collaborator). After successful login, the sub-account (sub-user/collaborator) can manage resources under the root account within the scope of permissions.

## Prerequisites

You have created a sub-account.

- Sub-user login: you have [created a sub-user](#)
- Collaborator login: you have [created a collaborator](#)

## Login Steps

You can click the following tabs to view the directions of the corresponding login method.

- Sub-user login
- Collaborator login

1. Go to the [Tencent Cloud login](#) page and select **CAM user sign in**.
2. On the **CAM user sign in** page, enter the root account ID, sub-user name, and password.  
Root account ID: please contact the root account to view it on the [Account Info](#) page.

3. Click **Sign in** to log in as the sub-user through account and password.

## CAM user sign in

  
  
  
  
[← Root Account Sign In](#)