Inviting users to your Virtual Organization

Inviting individual users from the eduTEAMS Membership Management Service Portal

1. Open the eduTEAMS Membership Management service URL in your browser.

2. Click on the "Invite member..." button to invite a collaborator your Virtual Organization

3. Fill in the Name and the Email of the user you want to invite and click on the "Send invitation" button. The user will receive an e-mail with instructions on how to register on the eduTEAMS Service and join your Virtual Organization.

Inviting multiple users via e-mail
1. If you want to invite multiple collaborators at once to join your Virtual Organization, you can send them an e-mail with the VO registration link. Please remember, that all new users, will have to register first on the eduTEAMS Service and then join your Virtual Organization.

Example e-mail:

Dear all,

This is an invitation to join Virtual Organization <VO_NAME>. Please follow these steps:

1. If you have not registered on the eduTEAMS Service before, please go to https://www.eduteams.org/join and click on the "REGISTER" button.

2. When you finish registering on the eduTEAMS Service, please open the <VO_NAME> registration for in your browser: https://mms.eduteams.org/registrar/?vo=<VO_NAME> and submit your application. We will promptly approve your application.

Thank you,

<VO Manager>