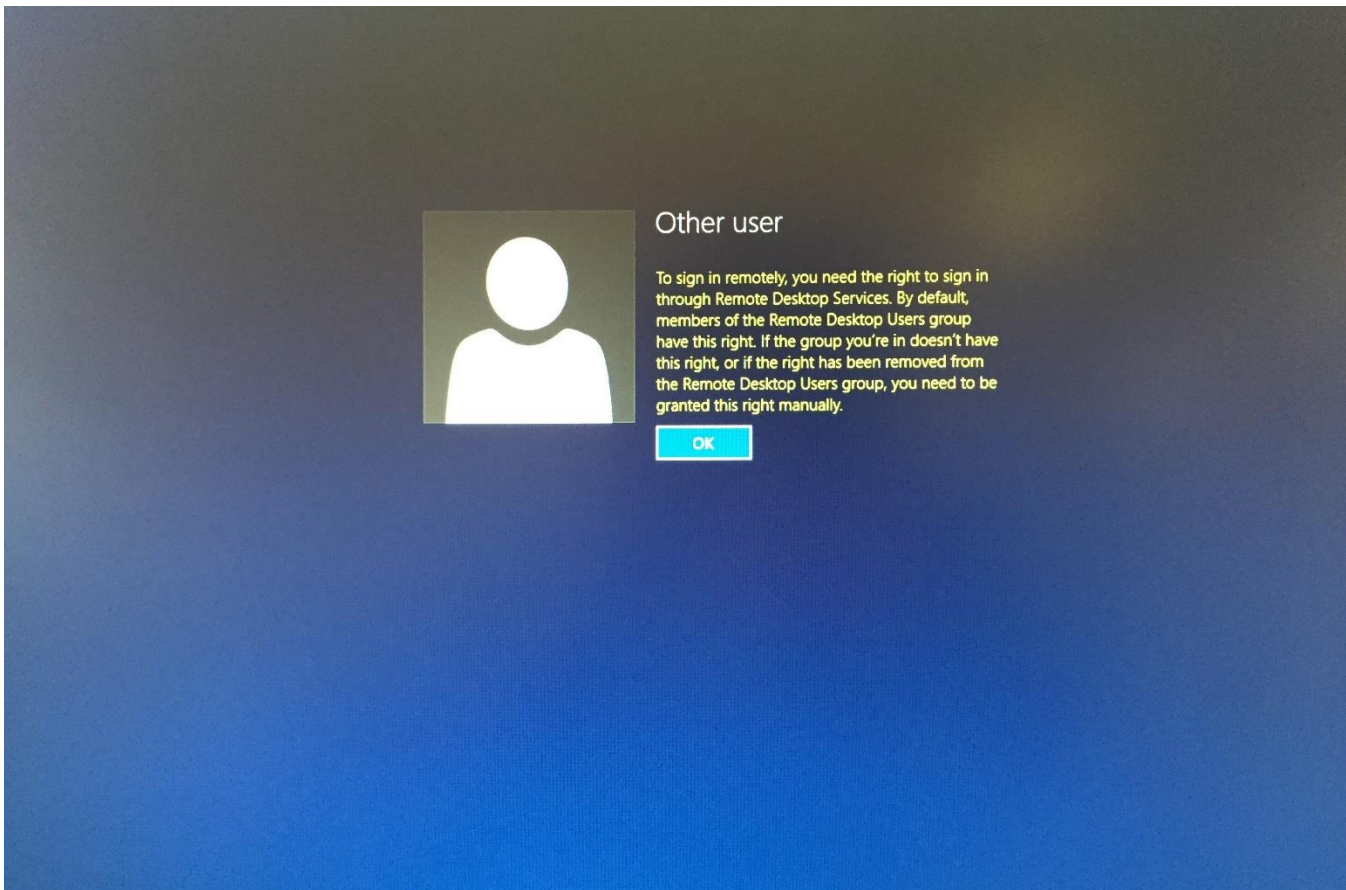


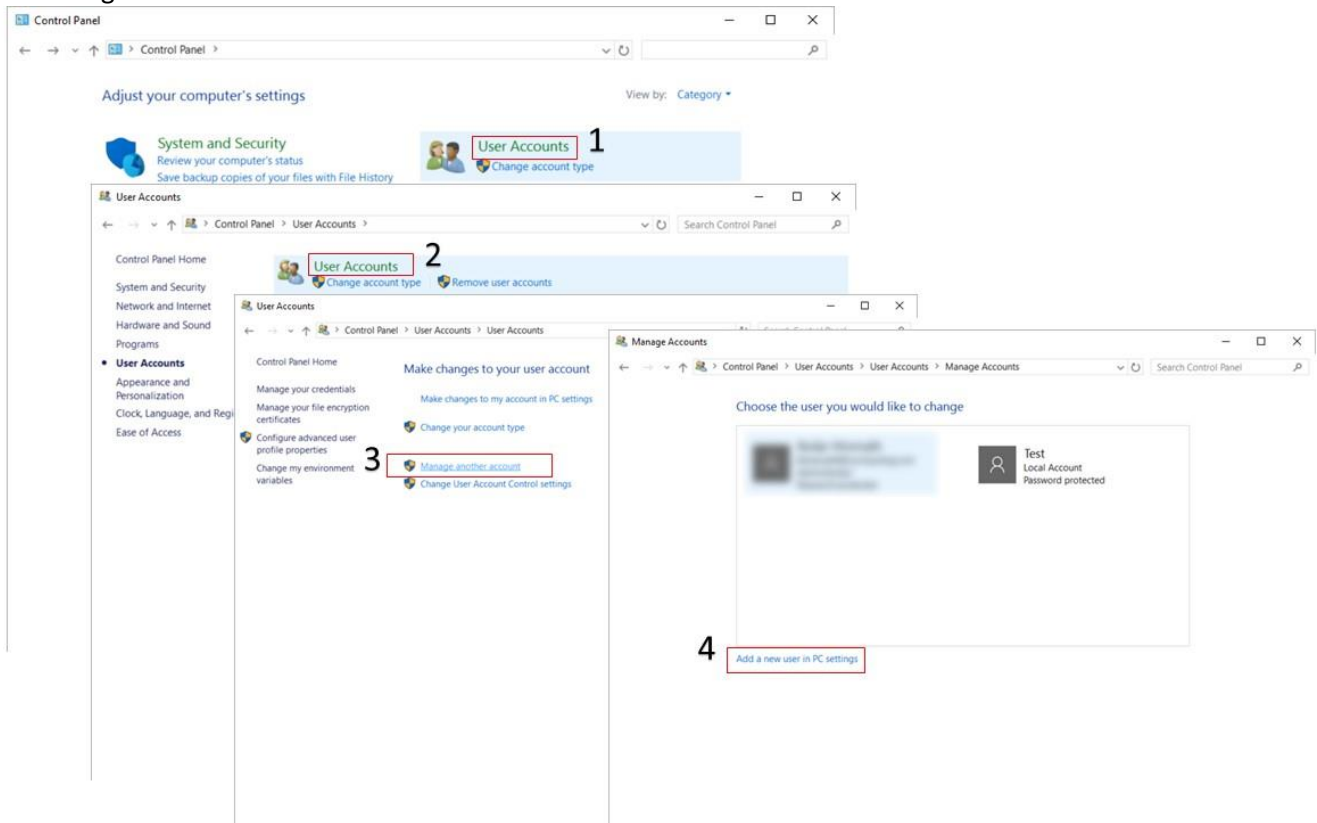
## How to create user accounts in Windows 10

If you see the following error message or something similar, you need to create user accounts in Windows to log in to a session.



To create user accounts, see the following steps.

1. Go to Control Panel → User Accounts → User Accounts → Manage another account → Add a new user in PC settings



2. Click + Add someone else to this PC → I don't have this person's sign-in information → Add a user without a Microsoft account. Enter the user information and press Next to create a new user account

The image shows a sequence of four Windows Settings windows illustrating the steps to add a new user without a Microsoft account.

**Window 1: Settings - Family & other people**

- Section: **Family & other people**
- Section: **Your family**
- Text: Add your family so everybody gets the apps and games you want. You can help kids stay safe with appropriate apps and games.
- Button: **+ Add a family member**
- Section: **Other people**
- Text: Allow people who are not part of your family to use your PC. This won't add them to your family.
- Button: **+ Add someone else to this PC** (Step 5)
- User: **User1** (Local account)
- Text: **Set up assigned access**

**Window 2: How will this person sign in?**

- Text: Enter the email address or phone number of the person you want to add. Windows, Office, Outlook.com, OneDrive, Skype, and other apps will use this number to sign in.
- Input field: **Email or phone**
- Text: **I don't have this person's sign-in information** (Step 6)
- Text: [Privacy statement](#)

**Window 3: Let's create your account**

- Text: Windows, Office, Outlook.com, OneDrive, Skype, Xbox. They're personal when you sign in with your Microsoft account.\* [Learn more](#)
- Input field: **jomeone@example.com**
- Text: **Get a new email address**
- Input field: **Password**
- Input field: **United States**
- Input field: **Birth month**
- Input field: **Day**
- Input field: **Year**
- Text: \*If you already use a Microsoft service, go **Back** to sign in with that account.
- Text: **Add a user without a Microsoft account** (Step 7)
- Text: **Next** (Step 7)

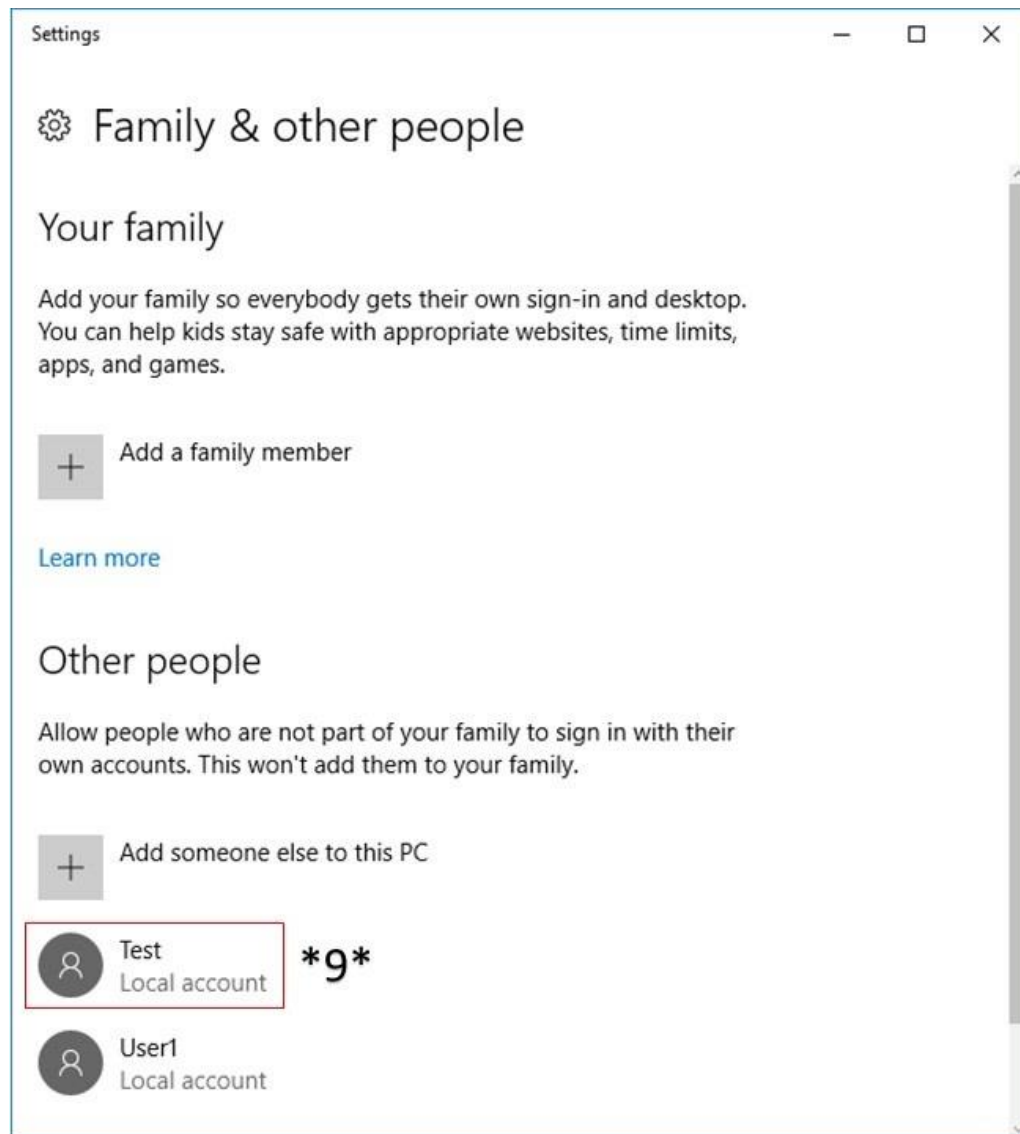
**Window 4: Create an account for this PC**

- Text: If you want to use a password, choose something that will be easy for you to remember but hard for others to guess.
- Text: **Who's going to use this PC?**
- Input field: **Test**
- Text: **Make it secure.**
- Input field: **password**
- Text: **password**
- Text: **Next** (Step 8)
- Text: **Back**

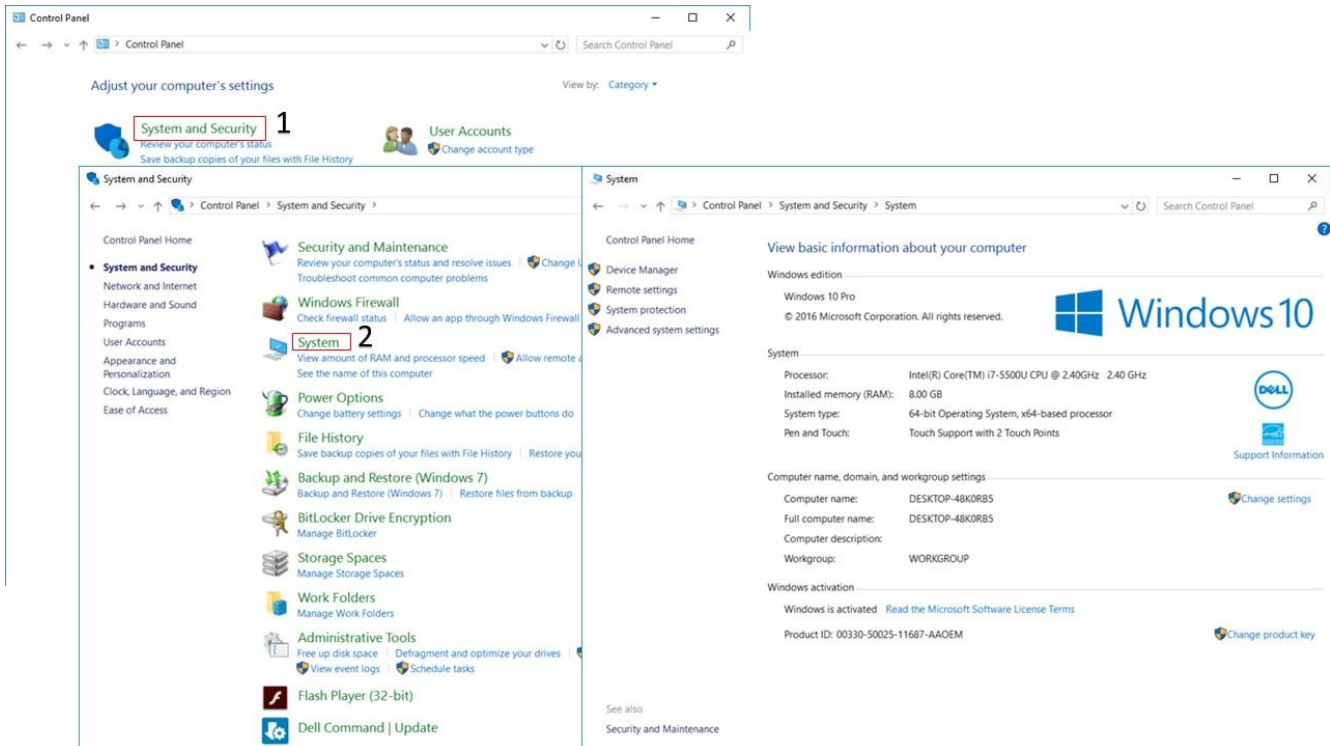
**Annotations:**

- A bracket on the right side of the fourth window groups the "Who's going to use this PC?" and "Make it secure." sections, labeled **Enter user information**.

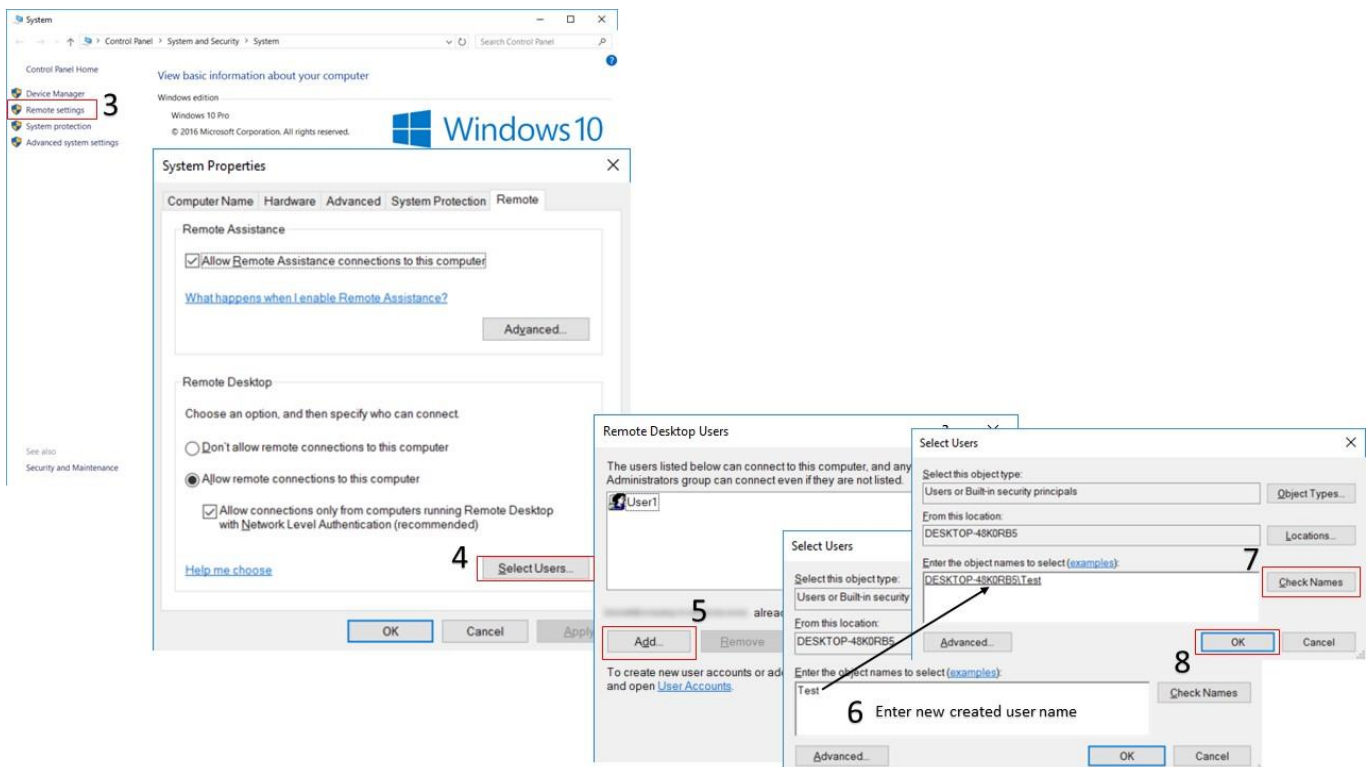
3. You will notice the new user has been created!



4. Now you need to allow remote accessibility for this new user. Go to Control Panel → System and Security → System



5. Select Remote settings → Select Users → Add → Enter the newly created user name (i.e. 'Test') in the 'Enter the object names to select (examples):' textbox → Check Names (after which the writing will change to DESKTOP-...(username)) → Ok



6. Press Ok on the remaining screens to allow the user remote connectivity.