

Connect: Relativity admin

Connecting users to different instances

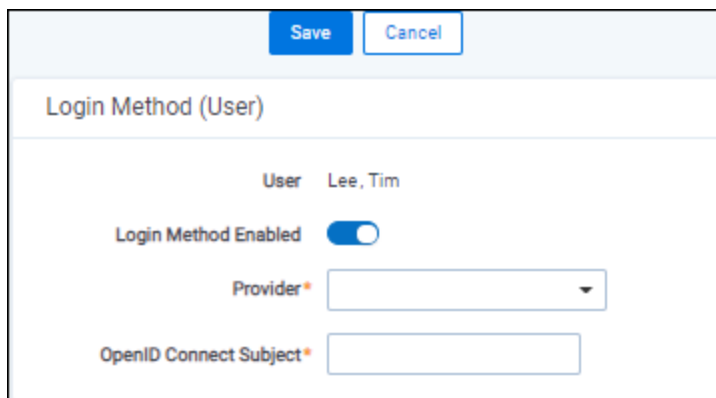
To connect users to multiple instances with their one set of login credentials, navigate to the Admin-level Users tab. Find the user that needs to be connected and select the user.

Once the user is selected and their user information page is available, add a new Login Method.

1. In the Login Method section, click **New**.
2. Click the **Provider** drop-down menu.
3. Select the instance name of the connected environment.
4. Enter the **OpenID Connect Subject**.

Notes: The OpenID Connect subject is the user email address in the other instance.

5. Click **Save**.



The screenshot shows a configuration window titled "Login Method (User)". At the top right are "Save" and "Cancel" buttons. Below the title, the user name "Lee, Tim" is displayed. There is a "Login Method Enabled" toggle switch which is currently turned on. Below that is a "Provider" dropdown menu with a downward arrow. At the bottom is an "OpenID Connect Subject" text input field.

An already existing user also needs the default password provider login method removed.

Each instance has that instance's group and security permissions. If the users already exist from previous engagements, no action is needed.

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