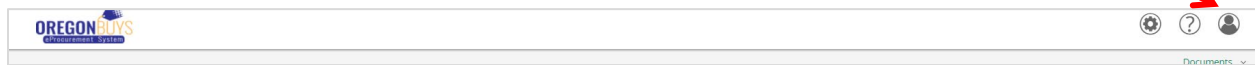


## Add a user to your OregonBuys account

OregonBuys allows suppliers to view Bid Solicitations (opportunities) and submit electronic responses called Quotes.

Use these instructions to add a user to your supplier account:

1. Log in to OregonBuys, and click on the icon in that looks like a person in the top-right corner of the webpage



2. From the drop-down menu, choose **Seller Administrator**



3. Click on **Add Users on This Account** to add users

