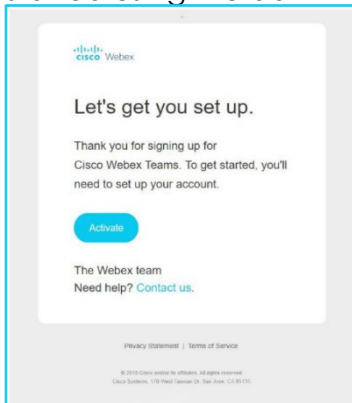




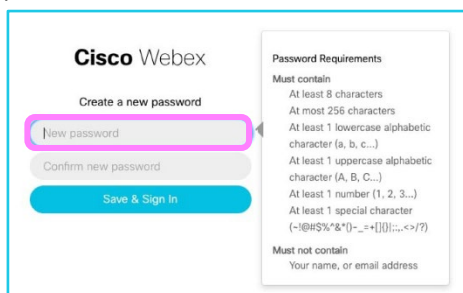
Use Webex Control Hub to manage your users, services, and devices.

Activation

1. After your organisation is created, you will receive an email to get started using the admin functions.



2. Select the **Activate** link to access Control Hub.
3. The email address the activation email was sent to, is used to sign in. where you will be prompted to create your administrator password.



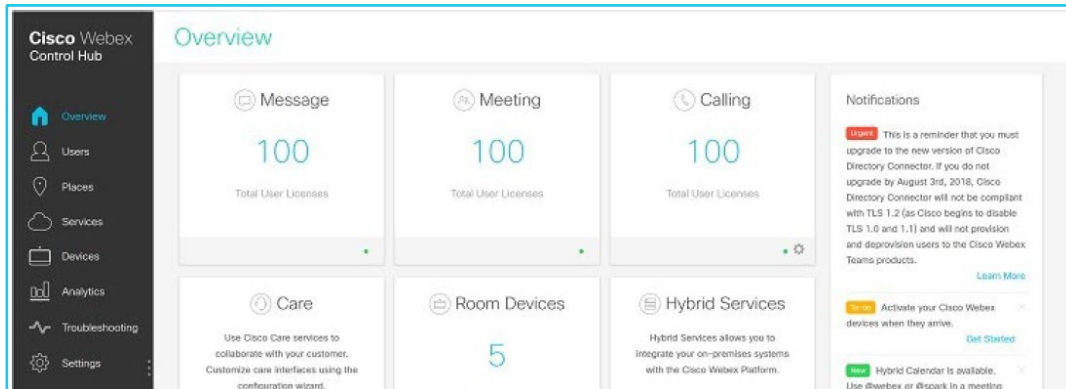
Interface overview

When Control Hub loads, you can view your settings on the **Overview** page. You can view your licenses across your services, grant licenses to users, and see notifications of new functions to set up in Control Hub.

- **Users.** Add users to your organisation, assign services and set up Single Sign On (SSO).
- **Places.** Add places to your organisation if you have shared devices that are not assigned to specific users. After adding a device, Control Hub will generate an activation code that you must enter your device to link it to Control Hub.
- **Services.** Manage your sites, configure Webex services, and set up hybrid services.

Note: Some steps, screenshots and options may differ slightly depending on the application, browser, operating system, and software version you are using.

- **Devices.** Add devices to your organisation and assign them to either individual users or shared places.
- **Analytics.** Use to track site and service usage.



Learn more

- [Reporting and analytics >](#)
- [Manage single sign-on >](#)

Discover more at the [BT Support Centre >](#)

