

SIGNING UP FOR CLINIC

1 Sign up for an account.

- If you already have an account sign in [here](#) and move to step 2.
- If you need to create an account sign up [here](#)
 - The [room name](#) is part of the link that gets sent out to the patients, it will stay the same for all visits. You will create the [subdomain](#) later. Create a [room name](#) even if you won't be having calls. For example:
<https://yourclinic.doxy.me/schuyler>

2 Upgrade to Clinic

- After logging into your account you will see the dashboard. Click on **Upgrade** on the left side then **Upgrade to Clinic**.
- Choose the number of users you need. You can always add users later. The Annual plan has 16% savings.
- **Confirm payment.**

3 Create the Clinic Account

- Name of your organization is just so we can find your account.
- The [subdomain](#) will be the part of the link that stays the same for all users. Like the example above, if I add Brandon to my Clinic his link would be
<https://yourclinic.doxy.me/brandon>
- **Go to Clinic Dashboard**

4 Branding the Account

- You will receive an email with this [document](#).
- Respond to the email with the logos, color options and landing page image.
- If you are unsure about color options you can let our design team choose colors that go with your logo.

5 Invite Users to the Account

- Here is how to [Invite Users](#).
- Here is how to [Add Users](#) if you've reached the limit.
- Once users have created their account, they will login at the [subdomain](#) you created. For example:
<https://yourclinic.doxy.me/sign-in>