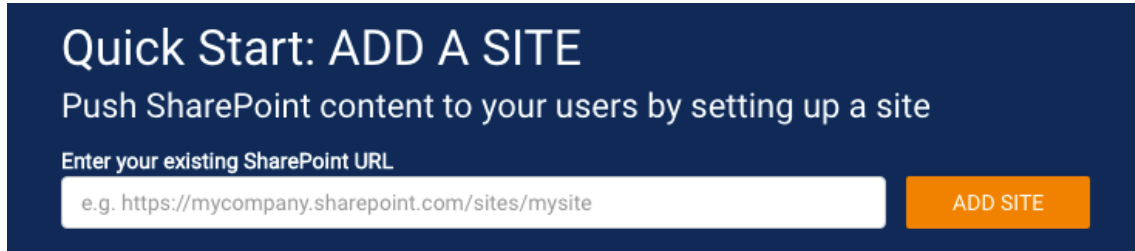


This quick start guide will allow Console Administrators to quickly push content to end users. To get started, log in to Colligo Console at <https://www.colligoapp.com>.

1. Add a Site


Add a site once to make it available to all users with Colligo apps. For each site:

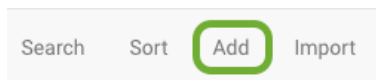
1. Enter a SharePoint URL (for a site, subsite, or document library) in the QUICK START panel.



2. Click on ADD SITE.

2. Add Users

1. Click on the  icon in the left navigation column.
2. Click **Add** on the far right to add an individual user. First Name, Last Name, Display Name, and User Email are required.



Five (5) users can be added in the Basic Plan. Colligo [paid plans](#) fully support Active Directory Federation Services (AD FS) and Azure Active Directory which provide users with single sign-on (SSO) capability.

3. Install and use Colligo apps

1. Colligo apps can be downloaded from the Colligo Console home page.
 - Added users will receive an email inviting them to sign up for Colligo Engage. Click the button in the email to log into Colligo Console.
2. On first launch of the app users will be prompted to sign in to Colligo Engage.
 - Content that has been configured in Console will be available in the app.

Want More?

Please see the [Colligo Console Administrator Guide](#) for information on creating groups, configuring policies, pinning locations, using the dashboards, and much more.