

# Account Creation

source: [Laptop, Licensing, and... | Grace Church KB \(gracechurches.org\)](#)

- Create user account following 365 account creation guide: [Add 365 account user -... | Grace Church KB \(gracechurches.org\)](#)
- Under Job title, include the keyword "Volunteer". When a User's Job title field has Volunteer in it, the user account is dynamically added to the EM - Staff Volunteers.

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