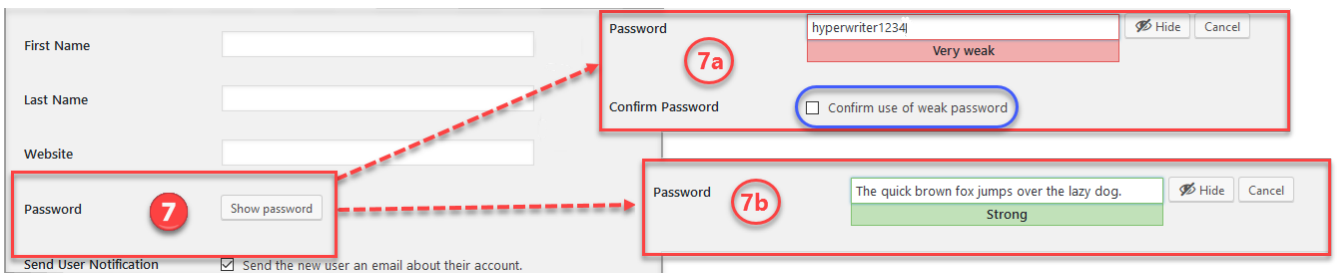


The screenshot shows the WordPress 'Add New User' form. The left sidebar contains navigation links: Dashboard (1), Jetpack, GoDaddy, Posts, File Manager, Media, Pages, Comments, Portfolio, Contact, Genesis, Appearance, Plugins, and Users (2). The main form area includes:
 

- 3** Add New User: Create a brand new user and add them to this site.
- 4** Username (required): Input field.
- 4** Email (required): Input field.
- 5** First Name: Input field.
- 6** Last Name: Input field.
- 6** Website: Input field.
- 7** Password: Input field with a 'Show password' button. A red box highlights the password field with the text 'See Password details below'.
- 8** Send User Notification: A checked checkbox labeled 'Send the new user an email about their account'.
- 9** Role: A dropdown menu with options: Subscriber (selected), Contributor, Author, Editor, and Administrator.
- 10** Add New User: A blue button at the bottom left.

1. Log in to WordPress and select **Dashboard**.
2. Select **Users > Add User**
3. **Add User** window displays.
4. Complete required fields:
  - **Username**
  - **Email**
5. Add **First Name**  
*Note: First Name is helpful to add but not required.*
6. Add **Last Name** and **Website**.  
*Note: These fields are optional.*

7. Click **Show Password**. Type a password.
  - a. A weak password will require confirmation (see **Confirm use of weak password** field).
  - b. A strong password will be accepted without confirmation.



This detailed view shows the password strength indicator and confirmation fields. 
 

- 7a** Password: 'hyperwriter1234' is entered, resulting in a 'Very weak' strength indicator (red bar).
- 7a** Confirm Password: A checkbox labeled 'Confirm use of weak password' is present.
- 7** Show password: A button next to the password input field.
- 7b** Password: 'The quick brown fox jumps over the lazy dog.' is entered, resulting in a 'Strong' strength indicator (green bar).

 Red dashed arrows point from the 'Show password' button to the '7a' and '7b' password fields.

8. Check the box to **Send Password** to the new user.
9. Select the new user's role from the drop down list.
10. Click **Add New User**.

# Adding a New User in WordPress