User Manager

Create additional cPanel users with limited access to specific services.

User Manager lets you create sub-accounts for team members, developers, or clients who need access to email, FTP, or webdisk without full cPanel control.

Create a sub-user

1. Go to **Preferences → User Manager**.
2. Click **Add User** or the plus icon.
3. Enter the username and a strong password.
4. Select which services the user can access (email, FTP, web disk, etc.).
5. Assign email accounts or FTP access as needed.
6. Click **Create** or **Save**.

Manage existing users

From User Manager you can reset passwords, adjust permissions, or remove users who no longer need access. Grant only the minimum permissions required for each person's role.

Security tip

Do not create full-account duplicates unless necessary. Use separate FTP or email-only access when that is all a contractor needs.

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