

Reinviting a user

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If a user didn't respond to their invitation or cannot find their invitation email, you can reinvite them. Users who haven't responded to their invitations are marked with an hourglass to the left of their names. A *Reinvite* link is also to the right of each name.

To send a new invitation message, click the *Reinvite* link to the right of the user's name. In the image below, it has been marked in yellow.



The user will receive a new invitation email and [must follow its instructions](#) to gain access to the InsightStore.

The re-invitation email will look like this and be sent from noreply@civicscience.com.

