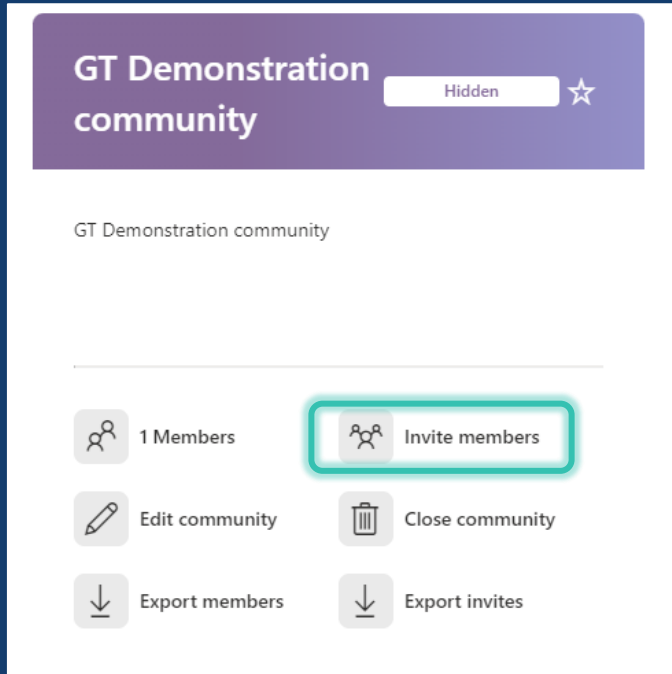# Invite others to your community

You can invite anyone to your community, even if they're not already registered. Communities can have up to 25,000 members.
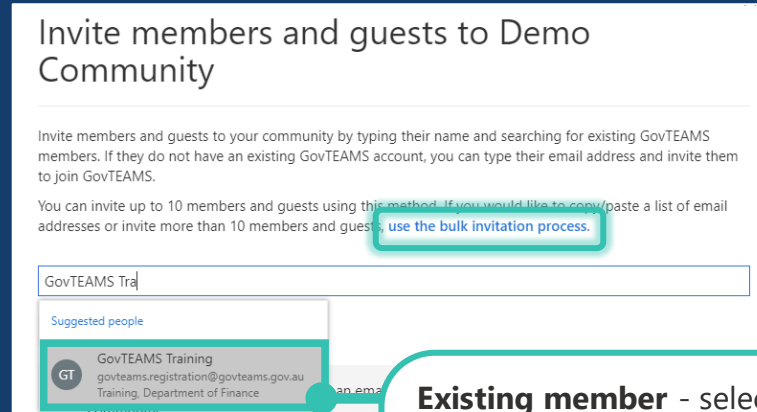
1 Open your community card from the GovTEAMS Dashboard or use the Manage tab in Microsoft Teams and select the Invite members icon.

2 Start typing the name of the person you want to invite to see if they are a GovTEAMS member. Tip: Use the bulk invitation link to invite multiple people at once.

3 Select **Send Invite**.

GT Demonstration community   Hidden ☆

GT Demonstration community

ᐱᐧ 1 Members   ᐱᐧᐧ Invite members

✏ Edit community   🗑 Close community

⬇ Export members   ⬇ Export invites

Invite members and guests to Demo Community

Invite members and guests to your community by typing their name and searching for existing GovTEAMS members. If they do not have an existing GovTEAMS account, you can type their email address and invite them to join GovTEAMS.

You can invite up to 10 members and guests using this method. If you would like to copy/paste a list of email addresses or invite more than 10 members and guests, use the bulk invitation process.

GovTEAMS Tra

Suggested people

GT GovTEAMS Training
     govteams.registration@govteams.gov.au
     Training, Department of Finance

Existing member - select their name from the drop down.

Name is not found - type their email address into the field and select to invite.

GT GovTEAMS Training ✕

Send invite

GovTEAMS