bitwarden | Hilfezentrum Artikel

ADMINISTRATOR KONSOLE > ENDBENUTZER-EINFÜHRUNG

Administrator Teams Einführungs-E-Mails

Ansicht im Hilfezentrum:
https://bitwarden.com/help/admin-team-onboarding-emails/

Administrator Teams Einführungs-E-Mails

Dieser Artikel enthält die Onboarding-E-Mails, die an neue Bitwarden Enterprise und Teams Administratoren und Eigentümer gesendet werden. Fühlen Sie sich frei, sie alle auf einmal unten zu lesen, oder nehmen Sie sie und passen Sie sie an die Bedürfnisse Ihres Teams an.

⇒Enterprise

Onboarding overview

Example

Copy

Subject: Your Bitwarden onboarding checklist

Body:

Hi *[name]*,

Welcome to Bitwarden!

In order to make sure you get the most out of your new password manager, you'll receive one email a day over the next week on how to set up Bitwarden. This way, you can quickly scale Bitwarden across your team. The emails will cover how to:

- Invite your admin team
- Set your enterprise policies
- Import your data
- Create groups and collections
- Invite users
- Get employee buy in
- Become a Bitwarden power user

In the meantime, feel free to review this Bitwarden onboarding guide for additional support.

Stay secure,

[Signature]

Invite your admin team

Example

Copy

Subject: To do today: Invite your admin team

Body:

Hi *[name]*,

Every all-star business needs an all-star admin team. Today, **invite at least one additional organization owner** to your Bitwarden account - this is essential for protective redundancy. Bitwarden recommends redundant owners and admins for every organization.

Read more about inviting your admin team here.

Stay secure,

[Signature]

Set Enterprise policies

Example

Copy

Subject: Pro-tip for Bitwarden admins and owners

Body:

Hi *[name]*,

Today's onboarding tip is critical for getting your Bitwarden organization ready for more team members: **Set your Enterprise policies**.

Enterprise policies allow Bitwarden Enterprise organizations to enforce security rules for all users, such as requiring two-step login. It's how Bitwarden admins and owners **set the right security foundations for their teams**, and build **a consistent deployment and user experience** for all team members.

Some policies will remove non-compliant users from the organization when enabled, and some are not retroactively enforceable, so now is the time to nail down your organization's policies.

Learn more about how policies work here.

Stay secure,

[Signature]

Import your data

Example

Copy

Subject: Save time and hassle with Bitwarden's data import options

Body:

Hi *[name]*,

Are your migrating to Bitwarden from another password manager?

The next step in getting started with Bitwarden is to import your company's existing password data. Bitwarden supports many file types, including those from other password solutions, like LastPass and 1Password.

Here's a step-by-step guide for importing your organization's data into Bitwarden.

Stay secure,

[Signature]

Groups & collections

Example

Copy

Subject: How to organization your data in Bitwarden

Body:

Hi *[name]*,

Now that you've added items to your vault, it's time to set up collections and groups to ensure that the *right* users have access to the *right* credentials.

Organizing Bitwarden data with collections and groups will help you save time, automate permissions, and make items more discoverable.

- Learn more about collections here.
- Learn more about groups here.

Stay secure,

[Signature]

Invite your users

Example

Copy

Subject: 2 ways to automate Bitwarden user provisioning

Body:

Hi *[name]*,

Scalable success with Bitwarden comes from provisioning users smoothly and securely. Here are the top ways new admins and owners automate the process of getting employees on Bitwarden.

SSO

With Login with SSO, Enterprise organizations leverage their existing Identity Provider to authenticate users with Bitwarden using the SAML 2.0 or OpenID Connect (OIDC) protocols. Learn about SSO.

SCIM

System for cross-domain identity management (SCIM) can be used to automatically provision members and groups in your Bitwarden organization. Bitwarden servers provide a SCIM endpoint that, with a valid SCIM API key, will accept requests from your Identity Provider (IdP) for user and group provisioning and de-provisioning. Learn about SCIM.

Directory Connector

The Bitwarden Directory Connector app automatically provisions users, groups, and group associations in your Bitwarden organization by pulling from a selection of source directory services. Provisioned users will be issued invitations to join the organization. Learn about Directory Connector.

Stay secure,

[Signature]

Employee buy-in tips

Example

Copy

Subject: How to get your employees to use Bitwarden

Body:

Hi *[name],*

You likely want to drive the most employee adoption possible with your new password manager. We have some tips to help.

Here's what Bitwarden recommends to get employees on board:

1. Appoint and implementation champion.
2. Communicate the implementation plan to employees.
3. Share this guide with employees your invite to Bitwarden: Get started with Bitwarden. You can also share this video training series.
4. Communicate the benefits of using a password manager (repeatedly).
5. Sign up for complimentary, 1:1 Bitwarden training here.

Read more about the steps above in this blog post: How to Gain Employee Buy-in for Your New Password Manager.

Stay secure,

[Signature]

Conclusion

Example

Copy

Subject: What's next with Bitwarden

Body:

Hi *[name]*,

This is the end of the onboarding email series - but it's just the beginning of your journey with Bitwarden! Here are some ways to keep learning about Bitwarden:

The Learning Center

Check out the Learning Center, which compiles videos, presentations, and guides on key security and Bitwarden topics.

The Community Forum

In addition to the priority support you receive as a Bitwarden client, you are now part of a thriving security community: The Bitwarden Community Forum. Join the conversation and even suggest your own feature requests for voting and discussion!

Contact Customer Support

Feel free to reach out to our Customer Support team at any time for technical, billing, and product questions: Contact Support.

Stay secure,

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⇒Teams

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Invite your users

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Subject: Top tips for inviting users to Bitwarden

Body:

Hi *[name]*,

Scalable success with Bitwarden comes from provisioning users smoothly and securely. If you haven't done so already, you'll want to research the options for inviting users to Bitwarden, and select what makes the most sense for company.

Standard Invites

You can manually invite users through the web app. Learn about standard invites.

Directory Connector

The Bitwarden Directory Connector application automatically provisions users, groups, and group associations in your Bitwarden organization by pulling from a selection of source directory services. Provisioned users will be issued invitations to join the organization, and can then complete the normal onboarding procedure. Learn about Directory Connector.

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