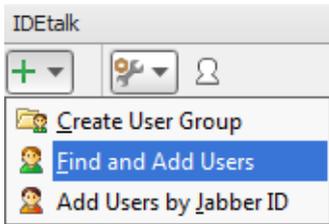


## Finding and Adding Users

This section describes how to find and add to the list the users that are located in the [local network](#), or [Jabber ID](#).

### To search users in your local network and add them your contact list

1. In the [IDETalk tool window](#), click the add button  on the toolbar, and choose **Find and Add Users** to launch the search in the local network:



2. In the Find New Users dialog, select the desired users from different groups, or a whole user group.
3. In the **Specify group** drop-down list, select the target group, or type the group name in the text field.
4. Click the **Add** button. The list of users added to your contact list appears in the [IDETalk tool window](#).

Multiple selection is possible with the **Ctrl** and **Shift** keys.

### To search users by jabber id and add them your contact list

1. In the [IDETalk tool window](#), click the add button on the toolbar, and choose **Add Users by Jabber ID**.
2. In the Add Users by Jabber ID dialog, type the Jabber ID of the user you want to add, and select the group where you want to add the user (or type a new group name). To add several users at once, type their IDs separated by a semicolon ( ; ), a space, or a line break.
3. Click **Add** to add the user(s) to the contact list. The list of users added to your contact list appears in the [IDETalk tool window](#).

If you are not logged in to the Jabber server, IDETalk suggests you to log in first, and then look for the Jabber users.

### See Also

Reference:

- [IDETalk and IDETalk Messages Tool Windows](#)

Web Resources:

- [Developer Community](#) 