

ADMIN CONSOLE > ORGANIZATION BASICS

Organizations

View in the help center:
<https://bitwarden.com/help/about-organizations/>

Organizations

What are organizations?

Organizations relate Bitwarden users and vault items together for [secure sharing](#) of logins, notes, cards, and identities. Organizations have a unique view, the Admin Console, where [administrators](#) can manage the organization's items and members, run reporting, and configure organization settings:

bitwarden
Admin Console

My Free Organizat... ▾

Collections

Members

Reports ▾

Billing ▾

Settings ▾

FILTERS ⓘ

Search colle

▼ All items

🔑 Login

💳 Card

🆔 Identity

📝 Secure note

Collections

Trash

+ New

🔑

BW

☐ All

Name ⚙

Permission ▾

⋮

☐

📁

Streaming Services

Can manage

⋮

☐

📁

Household Finances

Can manage

⋮

☐

📁

Unassigned

Can edit

Free organization Admin Console

Members of an organization will find shared items in their **Vaults** view alongside personal items, as well as several methods for filtering the item list to only organization items or items in particular [collections](#):

Password Manager

Vaults

Send

Tools ▾

Reports

Settings ▾

All vaults

FILTERS ⓘ

Search vault

▼ All vaults

👤 My vault

🏢 My Organization ⋮

+ New organization

▼ All items

★ Favorites

🔑 Login

💳 Card

🆔 Identity

📝 Secure note

Folders

+ New

🔑

☐ All

Name

Owner

⋮

☐

📇

Company Credit Card

Visa, *4242

My Organiz...

⋮

☐

🆔

My Mailing Address

Brett Warden

Me

⋮

☐

🔑

Personal Login

myusername

Me

⋮

☐

📝

Secure Note

Me

⋮

☐

🔑

Shared Login

username

My Organiz...

⋮

Organization-enabled vault

Types of organizations

Bitwarden offers a variety of organizations to meet your business's or family's needs. For feature-by-feature breakdowns of each organization type, see [About Bitwarden Plans](#).

Type	Description
Free organizations	Free organizations allow two users to securely share in up to two collections .
Families organizations	Families organizations allow six users to securely share in unlimited collections .
Teams organizations	Teams organizations allow unlimited users (billed per user per month) to securely share in unlimited collections and offer a suite of operational tools such as event logs .
Enterprise organizations	Enterprise organizations allow unlimited users (billed per user per month) to securely share in unlimited collections and add enterprise-only features such as login with SSO and policies to Bitwarden's suite of operational tools.

Comparing organizations with premium

The key thing to know is that organizations enable **secure sharing from organizations to users**. [Premium individual plans](#) unlock premium password security and management features, including advanced 2FA options, the Bitwarden authenticator (TOTP), encrypted file attachments, and more, but premium individual **does not include secure data sharing**.

Paid organizations (Families, Teams, or Enterprise) automatically include those premium features (advanced 2FA options, Bitwarden authenticator (TOTP), and more) for **every** user enrolled in the organization.

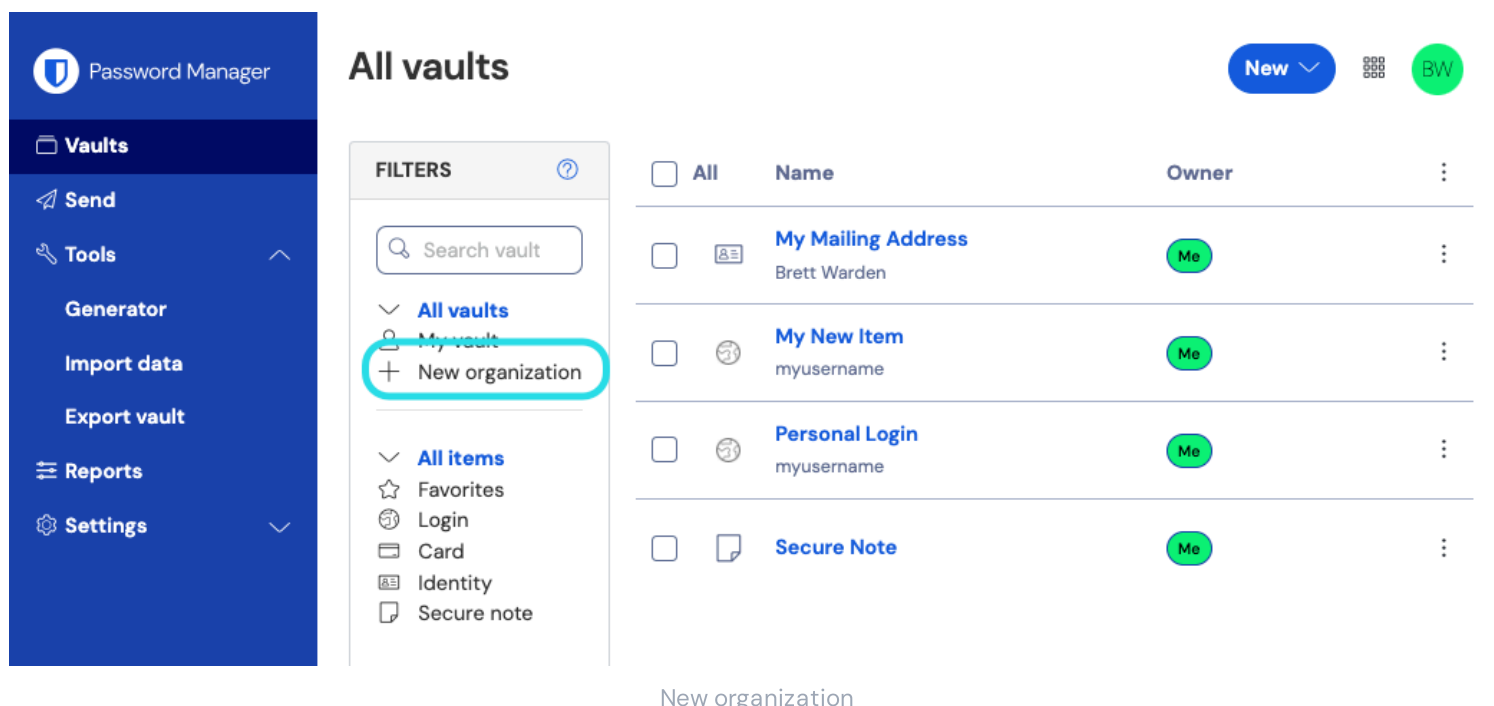
Comparing organizations with providers

[Providers](#) are vault-administration entities that allow businesses such as managed service providers (MSPs) to quickly create and administer **multiple Bitwarden organizations** on behalf of business customers.

Create an organization

Organizations are created and managed from the [web app](#). If you are new to Bitwarden, [create an account](#) before you start your organization, then proceed with these instructions:

1. Select the **New organization** button in the Bitwarden web app:



Enter an **Organization name** and a **Billing email** we can reach you at. [Learn what the holder of your billing email is allowed to do.](#)

2. **Choose your plan.** Bitwarden offers organizations suited to any need. Check out the [feature-by-feature breakdown](#) to figure out which is best for you.

💡 Tip

All paid organization (Families, Teams Starter, Teams, or Enterprise) include premium features for all enrolled users!

3. If you chose a **free organization**, you are all set! If you chose one of our paid organizations,

- **Families/Teams/Enterprise:** Your plan comes with 1GB of encrypted [storage for attachments](#). Add **Additional storage (GB)** for \$0.33 per GB per month.
- **Teams/Enterprise:** Specify the number of **user seats** you need for your organization. Seats will be added if you exceed this number, unless you [specify a limit](#).
- **Teams/Enterprise:** Choose whether you would like to be billed annually or monthly. Families organizations can only be billed annually.

4. Once you are happy with your organization, enter your **Payment information** (not required if you're creating a Free organization) and select **Submit**.

💡 Tip

New Families, Teams, and Enterprise organization have a seven day free trial built in! We won't charge you until your trial is over, and you can cancel your subscription at any time from the organization **Settings** tab.

Once you have created your organization, create a [collection](#), [invite users](#), and [start sharing](#).

Collections and groups

Bitwarden collections and groups are organizational tools that allow you to share data securely and manage access at scale.

Collections

Collections are a way to associate and share items, similar to a shared folder. Items may belong to one or more collections. Collection management is performed users with appropriate [permissions](#). Collections may often be organized by:

- Departments (engineering, HR)
- Areas of responsibility (social media, software development)
- Functions (compliance reporting, customer outreach)

To get started with collections, see [here](#).

Groups

Organization groups are a way to associate members of your organization, similar to user groups in an identity provider. Groups enable administrators to grant or revoke collection permissions in bulk, or act as a template when a new member joins your organization. Groups may often be used to organize:

- Departments (engineering, HR)
- Vendor or systems (AWS, production servers)
- Locality (US employees, EU employees)

To get started with groups, see [here](#).

Upgrade an organization

If you want to upgrade your organization to another plan in order to unlock the [additional features](#):

1. In the Admin Console, navigate to your organization's **Billing → Subscription** view.
2. Select the **Upgrade plan** button.

You can only upgrade your organization to a higher plan, for example from Teams to Enterprise. Upgrading an organization in this way will not initiate a 7-day free trial like creating a new organization would.