

Getting List of Users

AVAILABLE WITH BUSINESS SUBSCRIPTION

Method: `getUsers`

When requesting `getUsers`, the values for the "Inactive" and "Employment Ended" statuses are the same — **3**. To differentiate between these statuses, use the `getUsers/v2` request. In this way, in the status parameter, inactive users will be indicated by status **3**, while users who are identified as "Employment Ended" will be indicated by status **5**.

If you have more than 1000 users in your account, use the [Getting a List of Users \(Page-by-Page\)](#) request.

Permissions to Run the Request

Account Owner, Account Administrators, Department Administrators, or [custom roles](#).

Department Administrators and users with a custom role can get lists of the users belonging to the departments they manage and their sub-departments.

Parameters

Parameter	Type	Description
token (required)	string	Access token. You can obtain a token by making a request .
groupId (optional)	string	If specified, this method selects users belonging to a specific group.
departmentId (optional)	int	If specified, this method selects users belonging to a specific department.

Return Value

After the request has been completed, the system returns an object with the following properties:

Parameter	Type	Description
users	UserProfile[]	An array of user profiles. The UserProfile object has the same properties as the getUserProfile method.
workLeaveStatus (optional)	string	A work leave status . An array with the following parameters: • workLeaveReason Reasons for work leave status • startDate The work leave status start date. You can add it in the yyyy-mm-dd format • endDate The work leave status end date. You can add it in the yyyy-mm-dd format

Possible Errors

Error	Description
Permission denied	The user doesn't have enough permissions to handle the request. For example, <i>Department Administrator</i> can't get a list of users from a department they don't manage.

Sample Call

```
<?xml version="1.0" encoding="utf-8"?>
<SOAP-ENV:Envelope xmlns:SOAP-ENV="https://schemas.xmlsoap.org/soap/envelope/"
  xmlns="https://ispringlearn.com/go/services/api/soap">
  <SOAP-ENV:Body>
    <GetUsersRequest>
      <credentials>
        <token>p-1sJDjmULL5DdpXPJTcbm4jVIawVHvNmrjAxATRbNE</token>
      </credentials>
    </GetUsersRequest>
    <groupId>string</groupId>
    <departmentId>string</departmentId>
  </SOAP-ENV:Body>
</SOAP-ENV:Envelope>
```

Sample Response

```
<?xml version="1.0" encoding="utf-8"?>
<SOAP-ENV:Envelope xmlns:SOAP-ENV="https://schemas.xmlsoap.org/soap/envelope/"
  xmlns="https://ispringlearn.com/go/services/api/soap">
  <SOAP-ENV:Body>
    <GetUsersResult>
      <userProfile>
        <userId>43eb7146-6280-11e9-b274-a6210366ac32</userId>
        <role>publisher</role>
        <departmentId>e95b4ad0-5f50-11e9-80c4-0a580af406eb</departmentId>
        <status>1</status>
        <fields>
          <field>
            <name>LOGIN</name>
            <value>helen@ispring.com</value>
          </field>
          <field>
            <name>EMAIL</name>
            <value>helen@ispring.com</value>
          </field>
          <field>
            <name>FIRST_NAME</name>
            <value>Helen</value>
          </field>
          <field>
            <name>LAST_NAME</name>
            <value>Jones</value>
          </field>
          <field>
            <name>JOB_TITLE</name>
            <value>Accountant</value>
          </field>
          <field>
            <name>COUNTRY</name>
            <value>643</value>
          </field>
        </fields>
        <groups>
          <id>e0b394fc-44b9-11e9-92c8-0a580af401f6</id>
        </groups>
        <manageableDepartmentIds>
          <id>3fa85f64-5717-4562-b3fc-2c963f66afa6</id>
        </manageableDepartmentIds>
      </userProfile>
      <userRoles>
        <userRole>
          <roleId>eaf01e14-2ae1-11e9-89a5-0242ac13000a</roleId>
          <roleType>publisher</roleType>
          <manageableDepartmentIds>
            <id>f9de0c52-6f59-11ea-b88f-cee299842653</id>
            <id>f9d9f306-6f59-11ea-ad9a-cee299842653</id>
          </manageableDepartmentIds>
        </userRole>
      </userRoles>
    </GetUsersResult>
  </SOAP-ENV:Body>
</SOAP-ENV:Envelope>
```

```

        </userRoles>
        <addedDate>2019-04-30</addedDate>
        <lastLoginDate>2019-04-30</lastLoginDate>
    </userProfile>
<userProfile>
    <userId>43eb7146-6280-11e9-b274-a6210366ac33</userId>
    <role>department_administrator</role>
    <departmentId>e95b4ad0-5f50-11e9-80c4-0a580af406eb</departmentId>
    <status>1</status>
    <fields>
        <field>
            <name>LOGIN</name>
            <value>kevin@ispring.com</value>
        </field>
        <field>
            <name>EMAIL</name>
            <value>kevin@ispring.com</value>
        </field>
        <field>
            <name>FIRST_NAME</name>
            <value>Kevin</value>
        </field>
        <field>
            <name>LAST_NAME</name>
            <value>Klein</value>
        </field>
        <field>
            <name>JOB_TITLE</name>
            <value>Sales Manager</value>
        </field>
        <field>
            <name>COUNTRY</name>
            <value>643</value>
        </field>
    </fields>
    <groups>
        <id>e0b394fc-44b9-11e9-92c8-0a580af401f6</id>
    </groups>
    <manageableDepartmentIds>
        <id>3fa85f64-5717-4562-b3fc-2c963f66afa6</id>
    </manageableDepartmentIds>
    <userRoles>
        <userRole>
            <roleId>eaf01e14-2ae1-11e9-89a5-0242ac13111b</roleId>
            <roleType>department_administrator</roleType>
            <manageableDepartmentIds>
                <id>f9de0c52-6f59-11ea-b88f-cee299842653</id>
                <id>f9d9f306-6f59-11ea-ad9a-cee299842653</id>
            </manageableDepartmentIds>
        </userRole>
    </userRoles>
    <addedDate>2019-04-29</addedDate>
    <lastLoginDate>2019-04-30</lastLoginDate>
</userProfile>
</GetUsersResult>
</SOAP-ENV:Body>
</SOAP-ENV:Envelope>

```