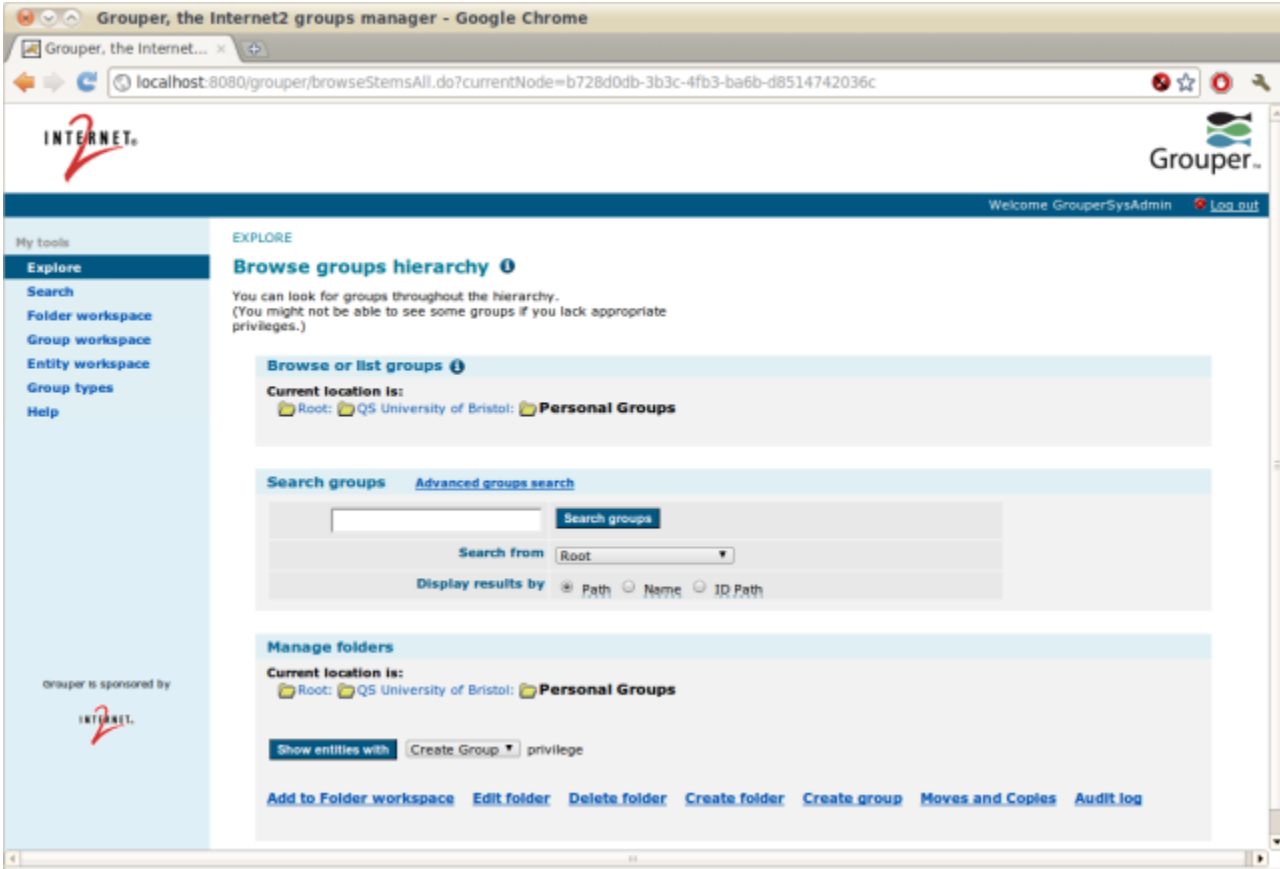


Grouper Book - Create a new group

Create a new group (requires CREATE GROUP privilege or greater)

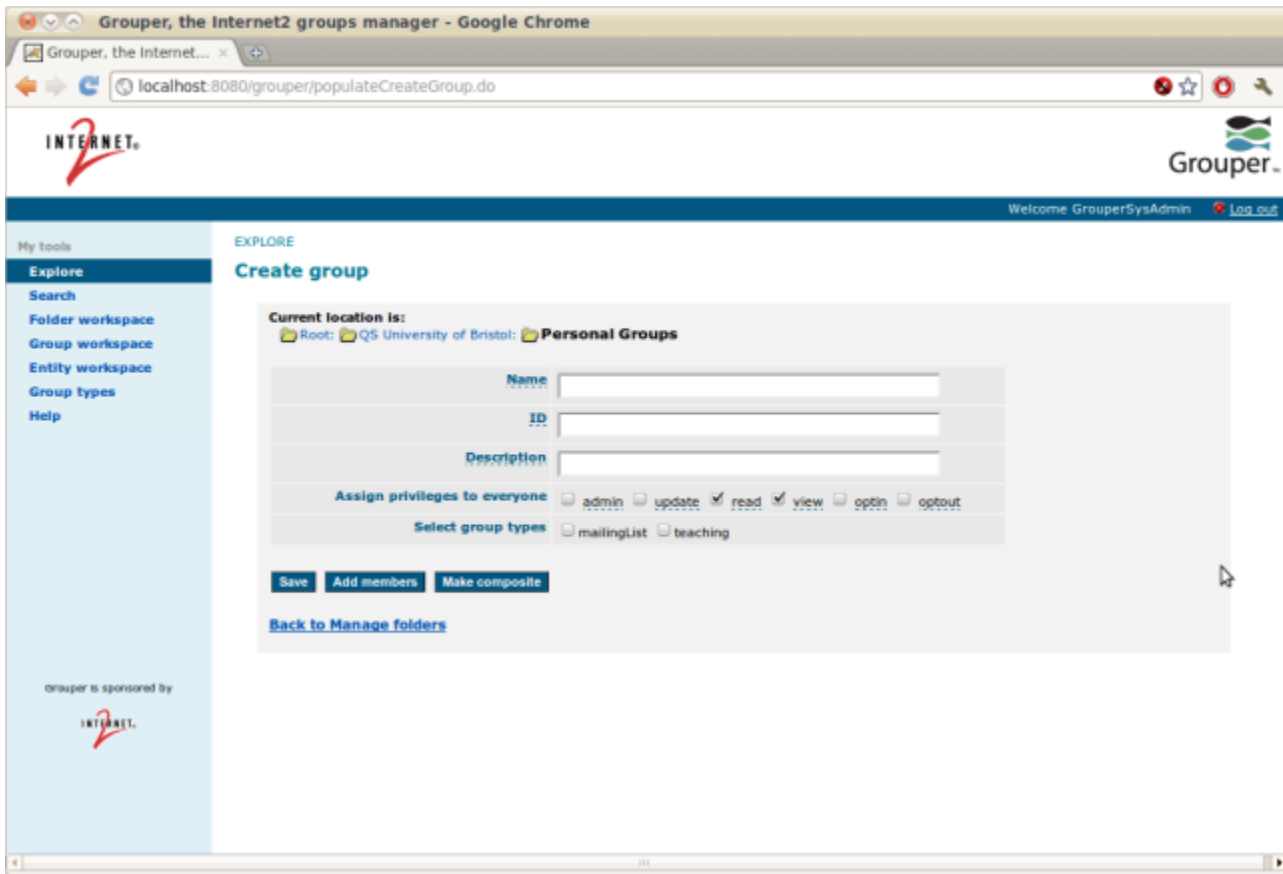
1. Find a parent folder for the group. This should place you on the Browse Groups Hierarchy screen. In this example we're in the Personal Groups folder.

- If you have permissions to create a group in this folder, you will see the "Manage folders" panel at the bottom of the page. If you do not see this panel, contact your administrator.



2. Click "Create Group" at the bottom of the "Manage folders" panel. The Create Group screen will appear.

- You can mouse over the field labels to learn more about what to enter in each field



3. Fill the fields in the panel, then click "Save" to create the group.

- If you click the "Add members" button, your new group will be saved and you can add members to the group.

Grouper, the Internet2 groups manager - Google Chrome

localhost:8080/grouper/populateCreateGroup.do

INTERNET2 Grouper

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Entity workspace

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Create group

Current location is: Root: QS University of Bristol: Personal Groups

Name: Rob's Group

ID: RobGroup

Description: Rob Hebron's test group

Assign privileges to everyone: admin update read view optin optout

Select group types: mailingList teaching

Save Add members Make composite

[Back to Manage folders](#)

Grouper, the Internet2 groups manager - Google Chrome

localhost:8080/grouper/saveGroup.do

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Group summary

Note: The group [Rob's Group] was successfully saved

Current location is: Root: QS University of Bristol: Personal Groups: Rob's Group

Name: Rob's Group

Path: QS University of Bristol:Personal Groups:Rob's Group

Description: Rob Hebron's test group

ID: RobGroup

ID Path: qsuob-personal:RobGroup

Alternate ID Path

UUID: c0aeeee5ab914482bb108e15fe261a87

Types: base members List field

Show entities with ADMIN privilege

Delete Add to Group workspace Edit group Manage members Add members Manage members lite Move group

Copy group Audit log View entity details