

## Create workgroups


Nicolas ARBOUIN - 2025-09-15 - [Mangae your platform](#)

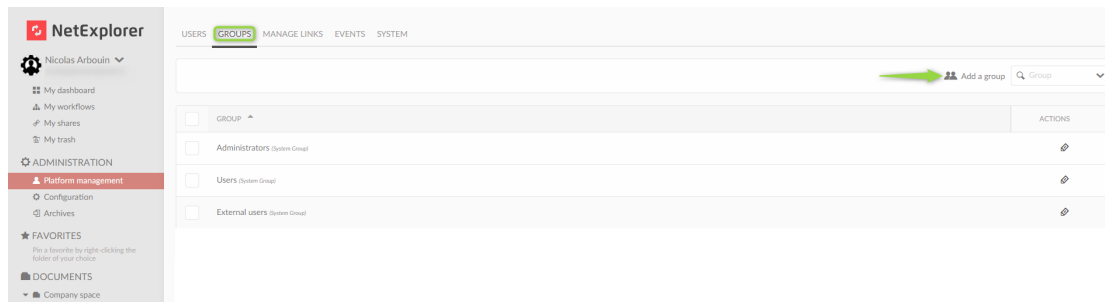
## Create workgroups

*Regroup users having the same accesses, enhance, organize and save time*

This page is dedicated to administrators

## Create your groups

Using an administrator account, go to Platform Management, then in the "Groups" tab and create your group using button  Add a group




Add members with the "Add" button,

### Add a group ✕

GENERAL DELEGATES CONNECTION OPTIONS

Name of the group :

 Add a user

USER	ACTIONS
No result	

PREVIOUS NEXT

then validate and save. You can add several in a row.

### Pick a user ✕

User, Email

LOGIN	EMAIL	ACTIONS
AuthorizedUser		+
EMCINTOSH (Eddy MCINTOSH)		-
[blurred]	[blurred]	+
JSMITH (JOHN SMITH)		-
LMATTES (Lucas MATTES)		-
[blurred]	[blurred]	+

Display entries 1 to 7 of 7

PREVIOUS **1** NEXT

Eddy MCINTOSH

JOHN SMITH

Lucas MATTES


Finally click on  and then 







Once validated, you will see the added users

## Edit a group ✕

GENERAL DELEGATES CONNECTION OPTIONS

Name of the group :  (ID : 352)

 Add a user

USER ▾	ACTIONS ⋮
EMCINTOSH - (Eddy MCINTOSH)	 
JSMITH - (JOHN SMITH)	 
LMATTES - (Lucas MATTES)	 
Display entries 1 to 3 of 3 <input type="text" value="10 entries by page"/> ▾	
PREVIOUS <span>1</span> NEXT	

You can now set [access rights](#).

For further information about access rights, [see that page](#).

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