

Requesting a New Group

There are two types of groups – **Public** and **Restricted**. Although most groups you join will be public, some groups will be invitation-only, such as screening committee groups.

Public Groups are those that have no requirements for membership, while **Restricted Groups** will have stipulations on their memberships and require approval.

The **Request a new group** is an option you will see when exploring the Group Index. This is where you can enter information on a group that you wish created for your use.

My Groups **Groups Index** Request Group ⓧ Exit ⓧ Help

Categories

Group Studio

- 4-H
- Administration
- Agriculture
- Community Development
- Districts
- Family and Consume...
- Support

Select a category on the left to view the available groups.

My Groups **Request a new group** Key = Public Group Restricted Group

Group Search

Search for: Group Names Group Titles Group Description

That contain:

Complete the information in the Request a New Group screen (shown below). Once you've finished with your entries, select "Submit Request." The request will be reviewed and approved or amended. To speed the process, please e-mail Ash Dutta Chowdhury at sduttachowdhury@uaex.edu to let him know there is a group request pending. You will be notified once that process is complete.

Request New Group

September 22, 2008

Submitting this form does not automatically create a new group. It will send a new group request to the administrator, who will approve or deny it.

* Requires Group Studio administrator approval
* Required Information

Requested By Andy Plunkett

* * Group Name:

* * Group Title:

* Guest Page Description:

* Group Category:

Group Type: Public

Restricted

* Criteria required if selected

Criteria for restricted access test

Hidden

* Admin Blocked

Browse Control: The *Group Index* page currently allows anyone to browse or search for this group. Select one or more roles to control access.

Selected Roles

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Unselected Roles

A O S_ S U P E R V I S O R
Account Admin
Admin
Administrator
Alumni
Applicant
Applicant Accept
Banner I N B
C M S Editor
Call Center

Sorting: Sort membership lists by last name

Group Applications: News Publishing Photo Publishing
 Link Publishing File Sharing