Create new Groups

In this section you will create a new group. This group will be for users who will help you monitor and administer your site’s forums. Yes, I know... you haven’t configured the forums yet — you will.

From the Admin menu in the Menu module:

1. Select Settings > Groups.

   ![Admin menu](image)

   **TIP**

   You can also access the Admin Groups page by clicking the Groups button in the Quick Admin module.

2. The Admin Groups page lists the existing groups: Admins, Anonymous, and Registered.

   ![Admin groups](image)

3. Click the Create Group tab.

   ![Create group](image)
Enter the following information in each field in the Add New Group area:

- **Group**: Enter **Forum Admins**. This will be the name of the new group to moderate the forums.
- **Description**: Enter a short description of the group. This will help you keep track of each group's purpose.
- **Inherit**: Select **Registered**. This will let Forum Admins inherit all of the permissions that registered users have. Later, we'll add additional permissions to allow Forum Admins to moderate the forum.

5. Click **Add**. Tiki prompts for confirmation, then saves the new group and reloads the page.

6. The **List** tab now shows the new **Forum Admins** group.

### TIP
Notice that only the newly added **Forum Admins** can be deleted. You cannot remove the three Tiki standard groups: Admin, Registered, and Anonymous.

### Assigning Permissions

Right now, the Forum Admins group has the same permissions as a regular Registered user. You need to add additional permissions to the group: to moderate the forums.

1. In the List of Existing Groups area of the Admin Groups page, click the **Actions** icon for the Forum Admins group, the click **Permissions** in the pop-up window.

2. In the Permissions area, expand the **Forums** permissions.
Use the Select Features tab to select which features appear. Because you have not (yet) enabled the Forum feature, you'll need to enable the Show permissions for disabled features, too.

For the Forum Admins group, select the `tiki_p_admin_forum` and click Assign.

The `tiki_p_admin_forum` permission automatically inherits all of the forum permissions.
4. Tiki prompts for confirmation, then saves the information and reloads the page.

5. Click Back. The Admin Groups page appears.

The Group Information Area of the Assign Permissions to Group page now shows that the Forum Admins group has one additional permission.

**TIP**

Review the How Permissions Work section for additional information on Tiki permissions.

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