

Step1 - Groups can be created only from the admin section. Login to the admin section



Username or Email Address

My Password:

Remember Me

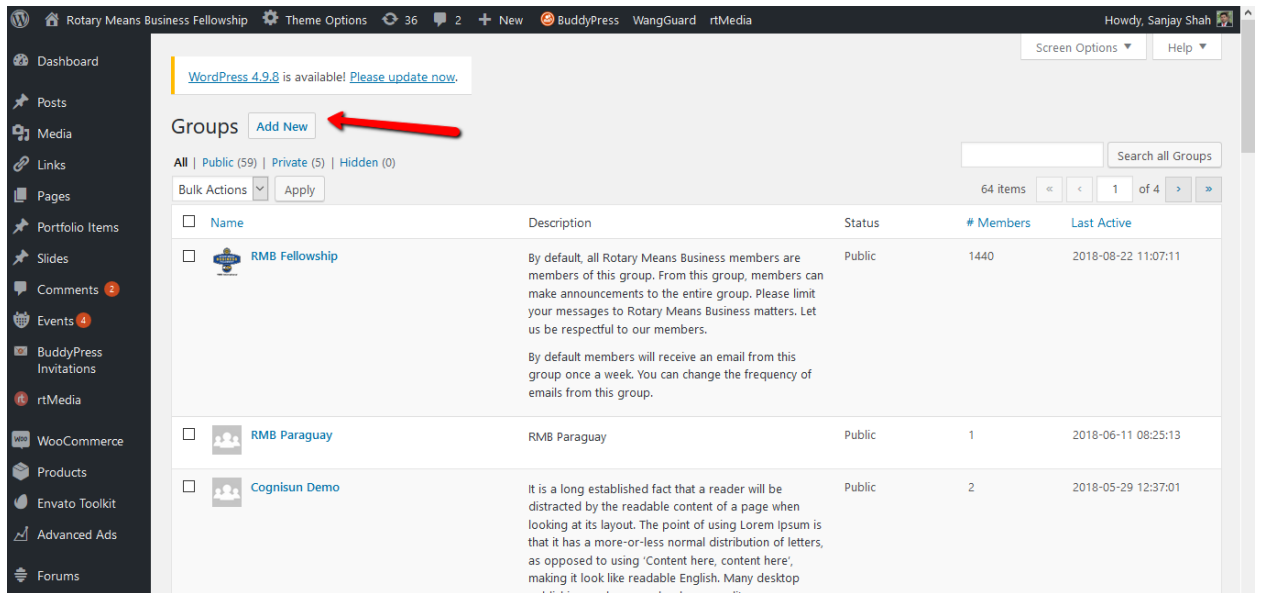
[Register](#) | [Lost your password?](#)

Step2 - Click group menu on left side

A screenshot of the WordPress admin dashboard. The left sidebar contains a menu with various options. The "Groups" option is highlighted in blue, and a red arrow points to it. The main content area shows a list of groups with columns for checkboxes, group names, descriptions, visibility, member counts, and creation dates.

	Group Name	Description	Visibility	Members	Created
<input type="checkbox"/>	RMB Paraguay	RMB Paraguay	Public	1	2018-06-11 08:25:13
<input type="checkbox"/>	Cognisun Demo	It is a long established fact that a reader will be distracted by the readable content of a page when looking at its layout. The point of using Lorem Ipsum is that it has a more-or-less normal distribution of letters, as opposed to using 'Content here, content here', making it look like readable English. Many desktop publishing packages and web page editors now use Lorem Ipsum as their default model text, and a search for 'lorem ipsum' will uncover many web sites still in their infancy. Various versions have evolved over the years, sometimes by accident, sometimes on purpose (injected humour and the like).	Public	2	2018-05-29 12:37:01
<input type="checkbox"/>	SF South Bay Area Rotary Means Business Chapter	This Rotary Means Business Chapter represents members Rotary District 5170 in the South SF Bay Area. Join this group to find out about mixers, news and other events.	Public	24	2018-04-01 05:44:44
<input type="checkbox"/>	RMB-Peru	RMB-Peru is a space open to entrepreneurs Rotarians and not-Rotarians to encourage the establishment of contacts and strengthen links between companies from different sectors in Peru.	Public	7	2018-03-29 07:43:13

Step3 - Add new group



Step4 - Enter group detail

