

## Add locations to groups

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### Add Locations to Groups

*Remember!!!* Don't forget to add any new Locations to the Group access via Users & Groups

1. Click **Administration**
  2. Select **Users and Groups**
  3. Click **Groups** > Find Locations - All, select Show
  4. Click **New** (under Allowed Locations)
  5. Select the newly created Location, then select **Create Group location assignment**
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