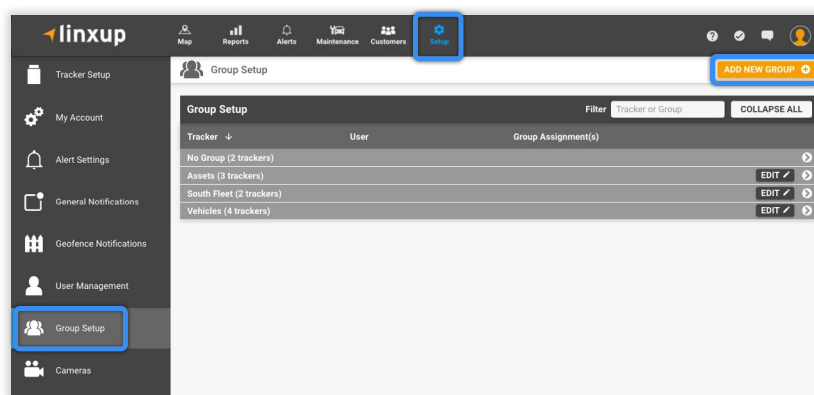


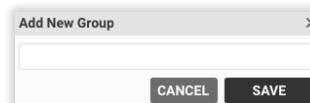
# Group Setup

Groups are a great way to sort your trackers if your business has multiple segments or departments. You can assign Users to specific Groups, pull reports based off Groups, and modify the Map page to only display the Groups you want to see.

- 1 Log in to your Customer Portal and from the Map page click 'Setup'.
- 2 On the left menu bar select 'Group Setup'.
- 3 Once you are on the Group Setup page click the orange button that says 'ADD NEW GROUP'.



- 4 Enter the name of your new Group and click 'Save'.



- 5 Your Group has been added! You can continue to add Groups using the orange 'ADD NEW GROUP' button.
  - Once you have multiple you can EXPAND ALL/COLLAPSE ALL and filter by criteria.

