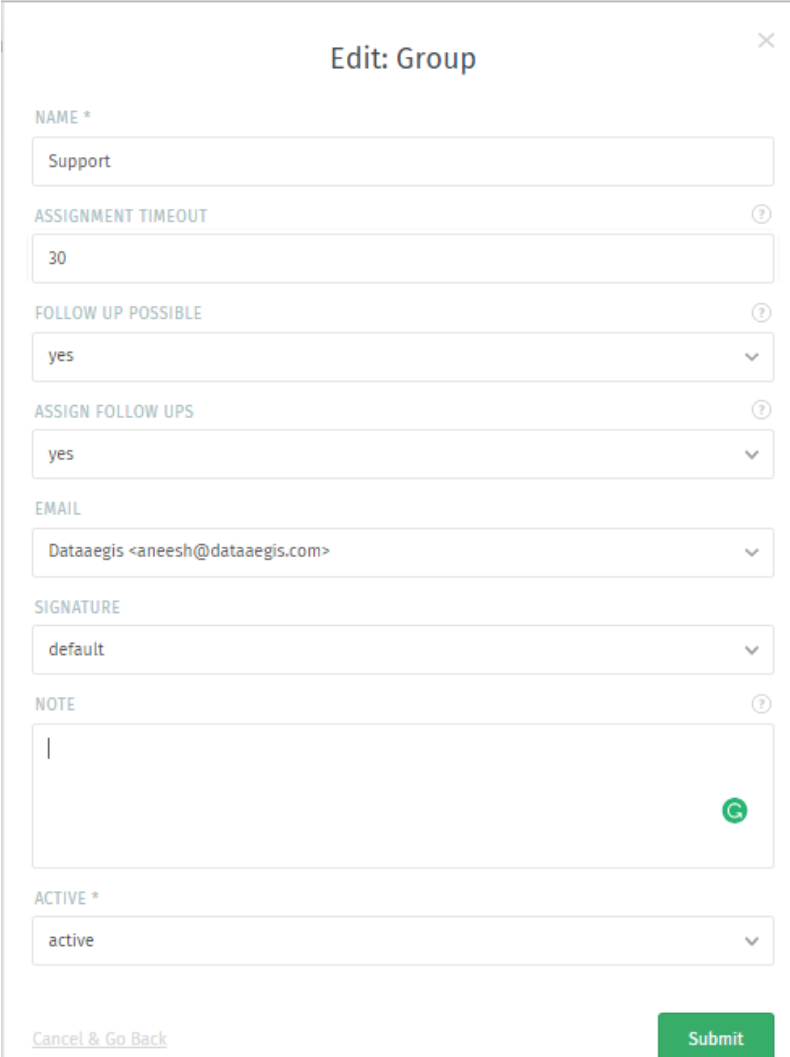


# Enable and Disable a group

It is very easy to enable or disable group inside Aritic Desk. To enable or disable the group you need to follow the below steps: –

1. Go to **AriticDesk Dashboard > Settings > Manage > Group.**
2. Click on **“New Group”** from the right corner of the screen or on the particular group to which you want to enable or disable.
3. In a new modal window, fill the details and activate the particular group.
4. Select **“Active/Inactive”** from the drop down menu of **“Active”** accordingly to enable and disable the group.



The screenshot shows a modal window titled "Edit: Group" with a close button (X) in the top right corner. The form contains the following fields:

- NAME \***: Text input field containing "Support".
- ASSIGNMENT TIMEOUT**: Text input field containing "30".
- FOLLOW UP POSSIBLE**: Dropdown menu with "yes" selected.
- ASSIGN FOLLOW UPS**: Dropdown menu with "yes" selected.
- EMAIL**: Dropdown menu with "Dataaegis <aneesh@dataaegis.com>" selected.
- SIGNATURE**: Dropdown menu with "default" selected.
- NOTE**: Text area with a vertical cursor and a green circular icon in the bottom right corner.
- ACTIVE \***: Dropdown menu with "active" selected.

At the bottom left, there is a link "Cancel & Go Back". At the bottom right, there is a green "Submit" button.

5. Click on **“Submit”** button.