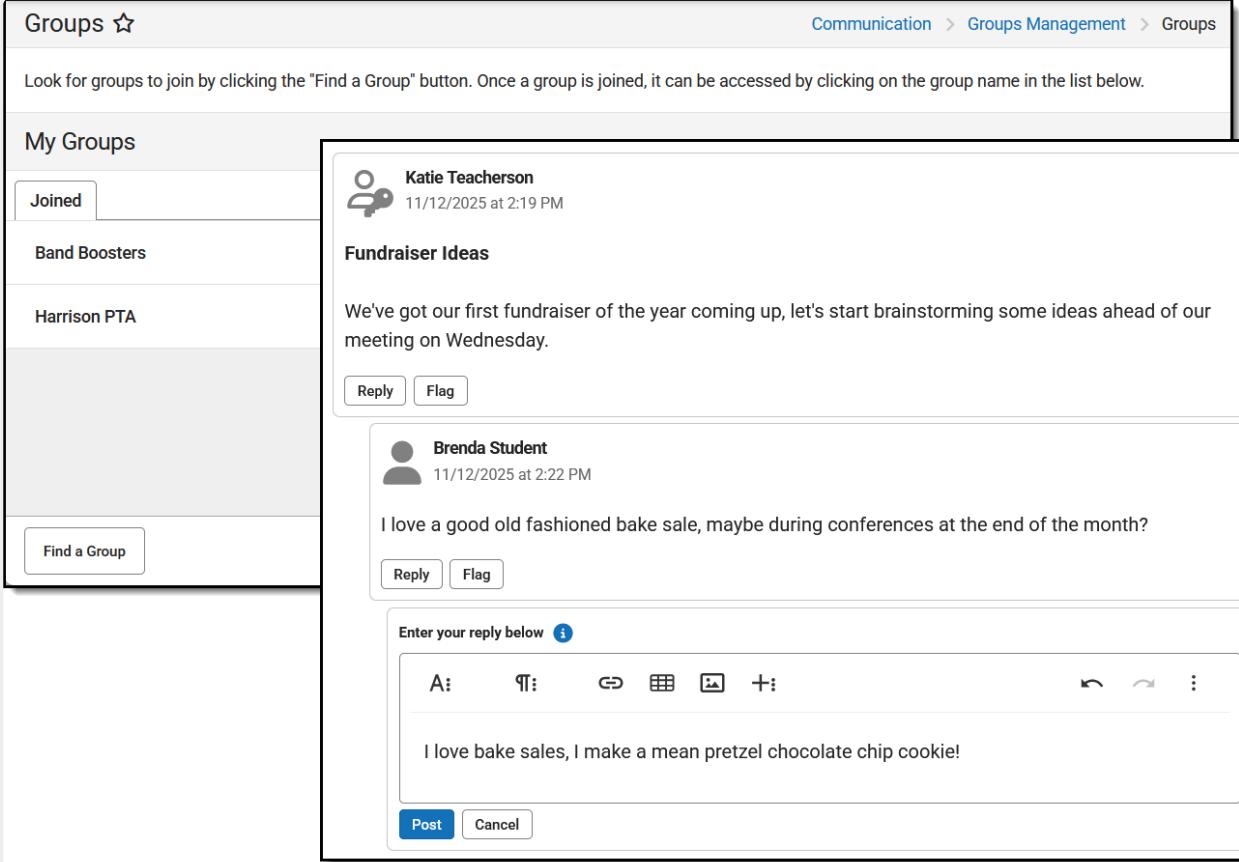


Groups Management Tool Rights

Last Modified on 12/14/2025 8:45 pm CST

Groups are a communication tool for conducting one-way and two-way conversations between group members. Groups can be created for use by clubs, organizations, events, and interests.

See the [Groups](#) and [Groups Administration](#) articles for more information.



The screenshot shows the 'Groups' management tool interface. On the left, a sidebar titled 'My Groups' lists 'Joined' groups: 'Band Boosters' and 'Harrison PTA'. A 'Find a Group' button is also present. The main area displays a conversation between 'Katie Teacherson' (11/12/2025 at 2:19 PM) and 'Brenda Student' (11/12/2025 at 2:22 PM). The conversation starts with Katie suggesting a fundraiser idea. Brenda responds with a suggestion for a bake sale. A text input field for a reply is shown, with the message 'I love bake sales, I make a mean pretzel chocolate chip cookie!' typed into it. Buttons for 'Post' and 'Cancel' are at the bottom of the input field.

The Groups tool with a conversation opened.

Available Tool Rights

Members of groups do not need tool rights - once Groups is enabled for a district, any user can participate as soon as they are in a group.

Tool	Access

Tool	Access
Groups Administration	<ul style="list-style-type: none"> Oversee groups tied to "All Schools" and to any Schools to which this user has calendar rights, including resolving flags, approving join requests, and participating in groups. <p>This level of access should be given sparingly. At this time, groups should not be created that need to be private at the district level. For example, Campus would not recommend creating a private group of all principals at the district. That group would be visible to any users at the district with the Group Administration tool right.</p>
Groups Owner	<ul style="list-style-type: none"> Create Groups. Oversee groups this user owns, including resolving flags, approving join requests, and participating in groups.

Suggested User Groups

The Groups Management tools are flexible enough to be used by a variety of users in a school.

- Groups Owner tool rights could be given to leaders of clubs, organizations, and interest groups, including [Teachers](#).
- Groups Administration tool rights should be given sparingly because of the broad visibility of group content for those users. Users who may benefit from Group Administration tool rights may include [Front Office](#) and [Principals](#).

See [User Groups and Suggested Roles](#) for more information.