

Managing Groups

You can organize and manage systems updates using groups. These group settings are accessed from the main console by clicking **Manage**.

It is possible to arrange groups by department or geography, or whatever makes sense for your organization. You can use groups to form a test group. Patches can then run against this group for a specified period of time after which those same patches can be rolled to another group or into production automatically. Software can also be deployed by group.

Prerequisites: You must have full administrator or patch administrator privileges to manage groups.

Viewing Groups

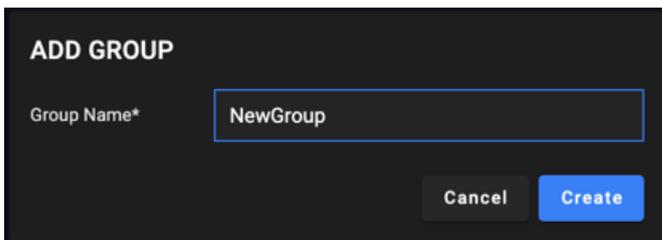
You can view a list of all groups in your organization.

1. From the **System Management** page, use the **Filter Groups** field to search for groups.
2. Click the **Unused Groups** tile to toggle between all groups and the groups that are not in use.

Creating a Group

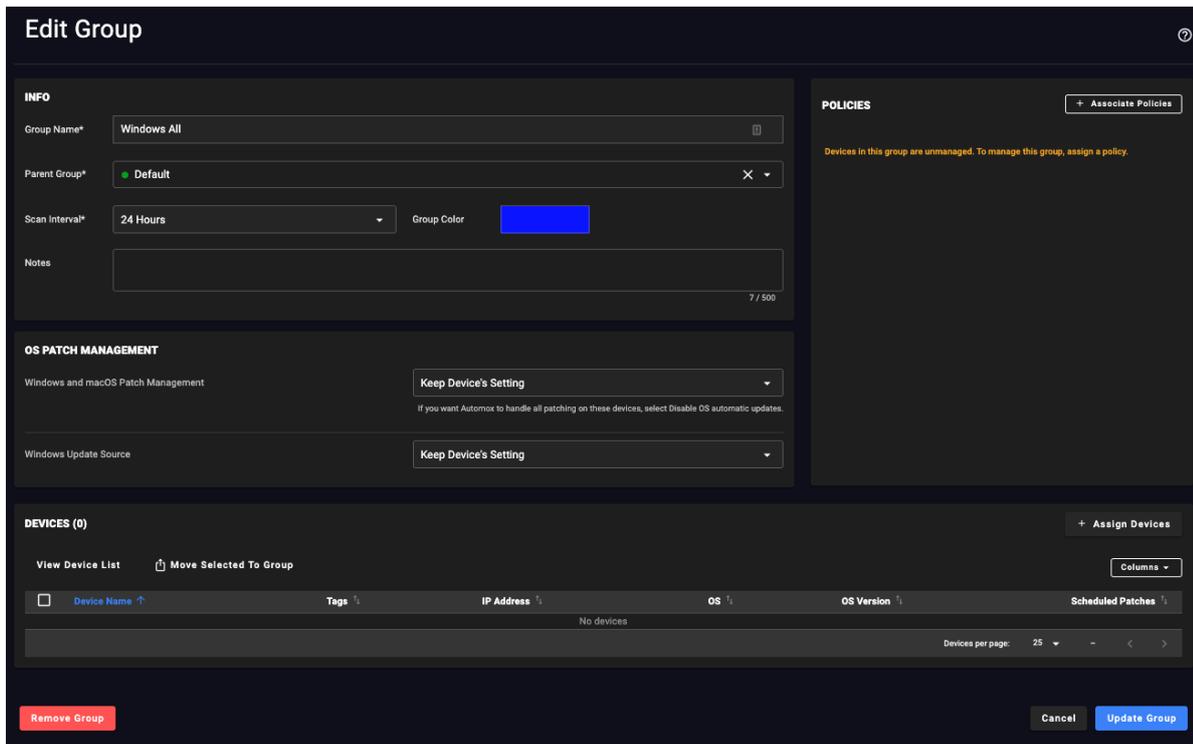
You can create a new group to manage devices according to your needs.

1. From the **System Management** or **Devices** page, click **Create Group**.
2. In the Add Group dialog window, enter a **name** for your new group and select **Create**.



The image shows a dark-themed dialog box titled "ADD GROUP". On the left, the text "Group Name*" is followed by a text input field containing the text "NewGroup". At the bottom right of the dialog, there are two buttons: a grey "Cancel" button and a blue "Create" button.

You have now created a group that uses default settings. The Edit Group page opens. To save the new group with only default settings, click **Update Group**.



Editing a Group

The Edit Group page is made up of four sections that can all be configured: Info, OS Patch Management, Devices, and Policies. These are described in the following sections.

Note: All changes made in the Edit Group page must be saved by clicking Update Group.

INFO

Configure the group Info fields, as needed:

Field Name	Description
Group Name	This field is automatically populated when you first create the group. You can click in this field to make any changes. The name must be 45 characters or less. The following special characters are not allowed: < > { } / \
Parent Group	To choose the group structure, click the drop-down menu and select from existing groups. Selecting anything other than Default creates a subgroup. Subgroups help to better distinguish different groups in the Automox console. There is no policy inheritance between a Parent Group and any Subgroups.
	To change the scan interval, click the drop-down menu. The default is 24 hours.

Scan Interval Field Name	Description The scan interval indicates how often Automox re-inventories a device for hardware, software, system information, and available patches.
Group Color	For easier management, go to the Group Color field and select a color to better identify the group. This includes a customizable group color pane.
Note	Add a note, if required.

OS PATCH MANAGEMENT

Select how you want to handle patching for the devices in this group.

Windows and macOS Patch Management:

Use this field to configure automatic update settings for devices.

Windows Update Source:

Use this field to configure the source from which Windows devices will pull updates.

For further details, see [OS Patch Management Settings for Groups](#).

Devices / Policies

The **Devices** and **Policies** sections are described in detail in the following sections. After you make all required updates, click **Update Group**. The new group membership can be viewed from the Group Membership column of the Devices page.

Assigning Devices to a Group

To assign a device to a group, follow these steps.

Note: Administrative privileges required. The deployment tool or target device must have administrative privileges in order to successfully deploy and install the Automox Agent.

Devices can only be assigned to one group at a time. When you assign a device to a group, but it is already in another group, it will be moved to the new group.

1. From the **System Management** page, find the group you want to add a device to and click **Edit Group**.
2. From the Devices area of the Edit Group page, click **Assign Devices**.
3. In the **Assign Devices to Group** dialog window, select the checkbox for the device(s) you want to add to the group. Click **Assign Devices To Group**.
4. Click **Update Group**.

Removing Devices from a Group

You can remove devices from a group.

1. From the **System Management** page, find the group you want to edit and click **Edit Group**.
2. From the Devices area, find the device that you want to remove and click the x in the Remove column.
3. Click **Update Group**.
4. This device will automatically go into the "Default Group".

Viewing Devices Assigned to a Group

You can view devices assigned to a group.

- From the **System Management** page, find the group you want to view details for and click **Edit Group**.
- The list of devices is available in the Devices area of the page.
- For more information about the columns of this table, see [Viewing Device Inventory](#).
- To modify the information listed, click the **Columns** button and clear any column names you want to leave out. The table adjusts automatically.

Associating Policies With a Group

The Policies section shows any policies associated with this group. When you associate a policy with a group, the group will patch according to the schedule of the policy.

1. To associate a policy with this group, click **Associate Policies**.
2. In the Associate Policies dialog window, select the policy or policies that you want to associate this group with.
3. Click **Update Group**.

Filtering Groups

You can use the search filter to view a list of groups from the Devices page and the System Management page.

1. From the **Devices** page, go to the search field and enter the group name. For more about the enhanced search available, see [Enhanced Device Search](#).
 2. From the **System Management** page, enter the names into the Group search field to view the desired group.
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