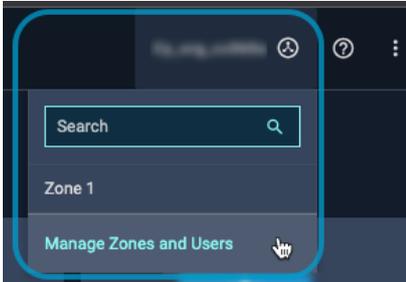


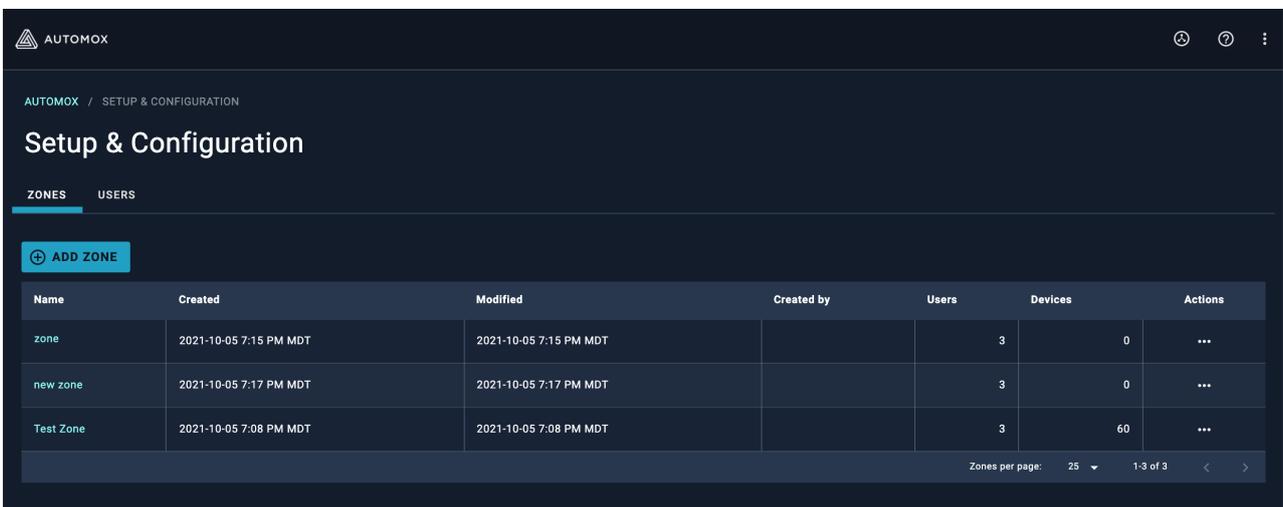
Managing Zones

As a global administrator, you can create and manage zones and users across all zones from the **Setup and Configuration** page. You can access this page from the **Manage Zones and Users** button at the top right of the Automox console.



Note: If your account has not yet been migrated to Global Zone Management, you will still only see the option to create an organization. To manage users, see [User Accounts](#). For more information, contact support@automox.com.

A zone is a collection of the devices (endpoints) of a company's IT infrastructure. Users can be given a role to access a zone with certain permissions. These permissions are then only related to the devices in that zone. A user can therefore be assigned different permissions for different zones. (See [Roles and Permissions](#).)



Viewing Zones

The **Setup & Configuration** page shows all available zones. The following information is available:

Zones Table Column	Description
Name	Name of the zone

Created Zones Table Column	Time and date that the zone was created Description
Modified	Time and date when the zone was updated or changed
Created by	Email address of the user who created the zone
Users	Number of users added to the zone
Devices	Number of devices added to the zone
Actions	Edit Zone

You can view the zone you are logged in to at the top right of the console. Use the drop-down menu to navigate between zones.

Adding Zones

You can configure zones based on the needs of your company's IT structure.

Prerequisites: You have Global Administrator permissions.

Follow these steps to add a zone.

1. From the Setup & Configuration > Zone page, click **Add**.
2. On the Add Zone page, under Details enter a name for the zone.
3. (Optional) Enter the email address for the user you want to add. See Adding Users for details.
4. Select the role for the added user. (See Roles and Permissions.)

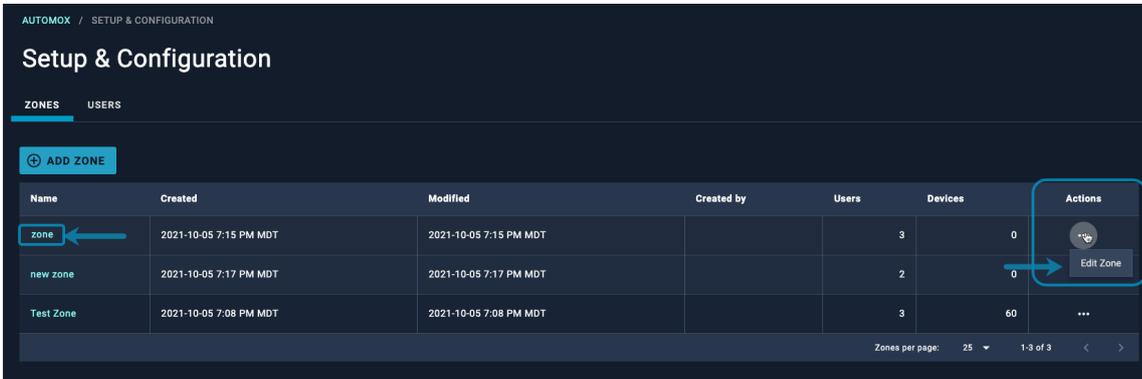
Note: Global Administrators are automatically added to a new zone during setup.

5. Click **Save**.

Editing Zones

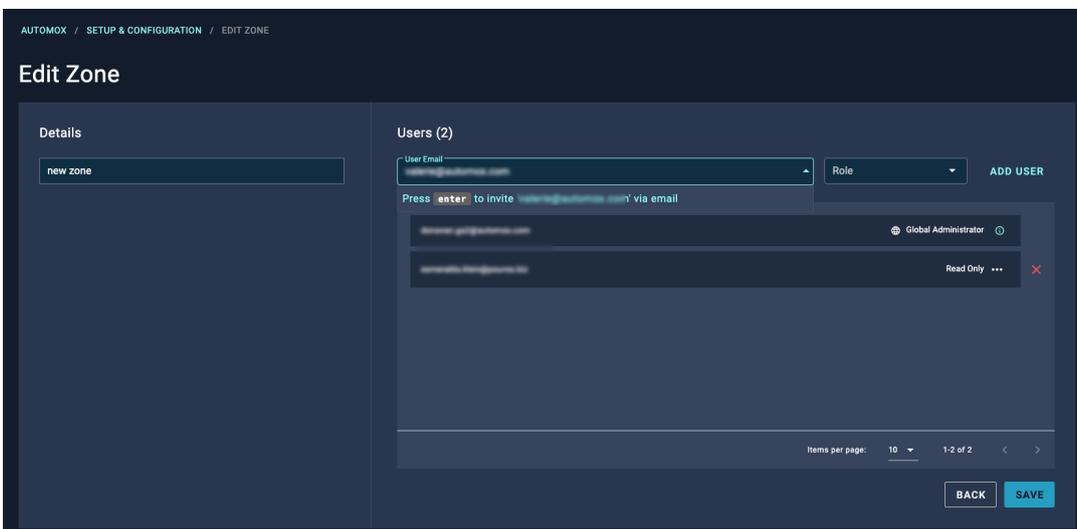
You can modify zones from the Edit Zone page.

Prerequisites: You have Global Administrator permissions.



Follow these steps to edit a zone.

1. Go to the **Setup & Configuration > Zones** page.
2. You can access the **Edit Zone** page in two ways:
 - Click the name of the zone you want to edit, or
 - Go to the Actions column and click **Edit Zone**.



From the Edit Zone page you can manage users associated with the zone.

Go to the **Users** section to do the following:

- Add a user and assign a corresponding role
- Modify the role for an existing user
- Remove a user. (**Note:** This removes a user from a specific zone. This does not remove the user from the company account.)

