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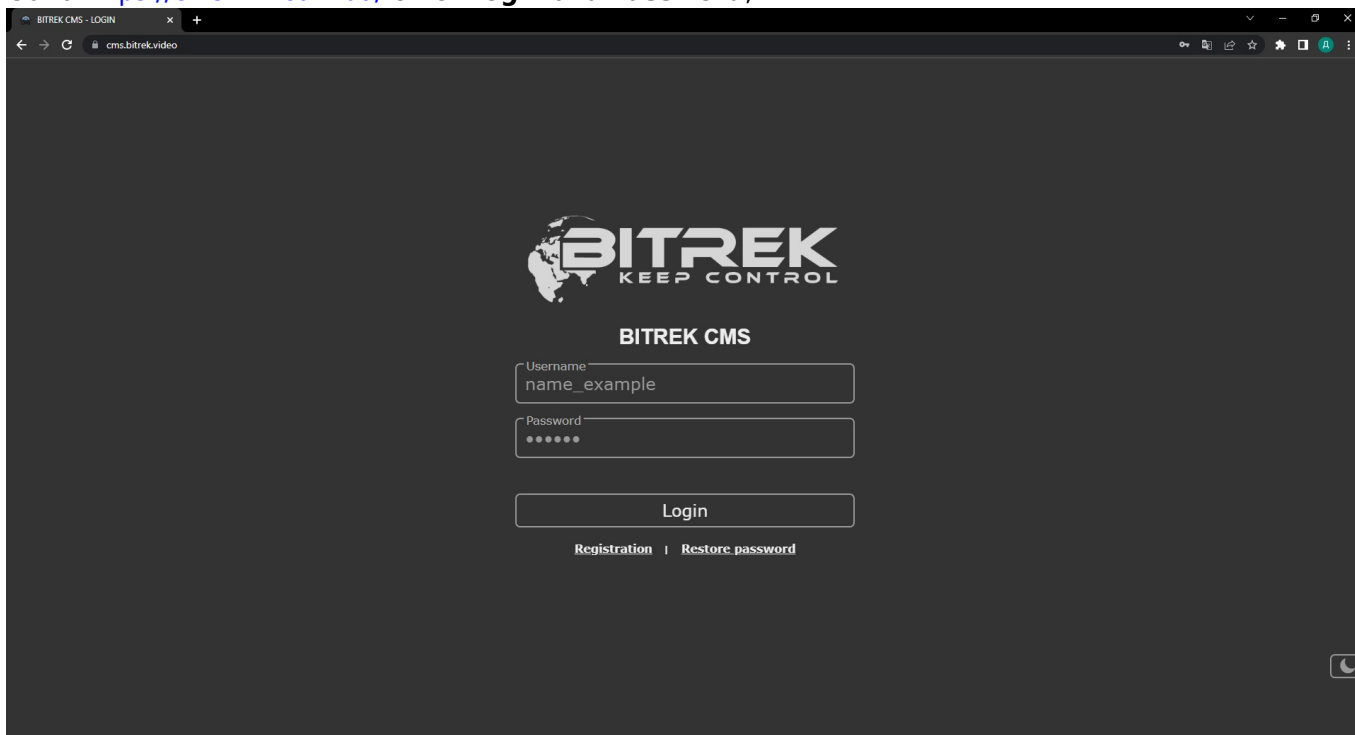
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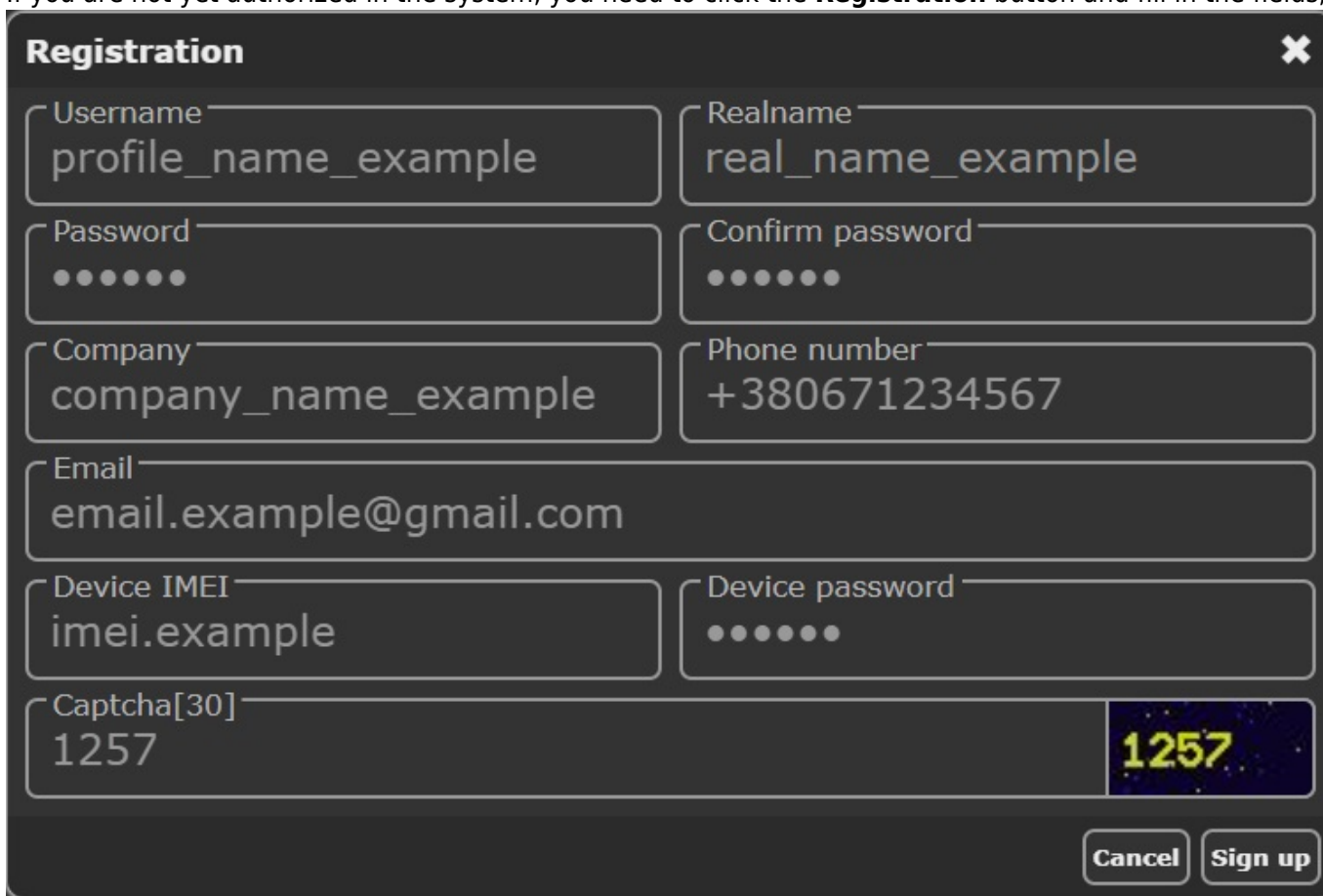
# Groups

Bitrek CMS provides the ability to create groups for easier management between users and devices, as well as if you need to combine users into groups to share a single device. Let's take an example:

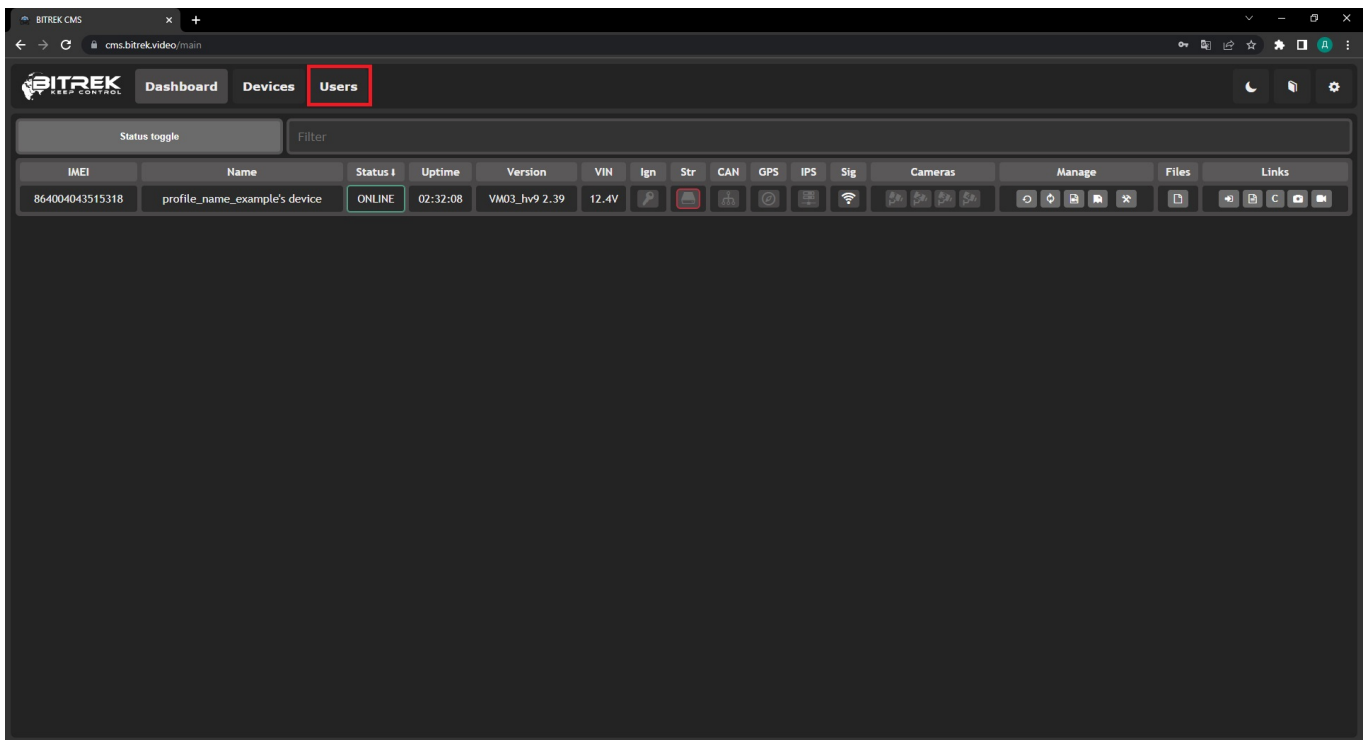
1. Go to <https://cms.nvr.com.ua/> enter **Login** and **Password**;



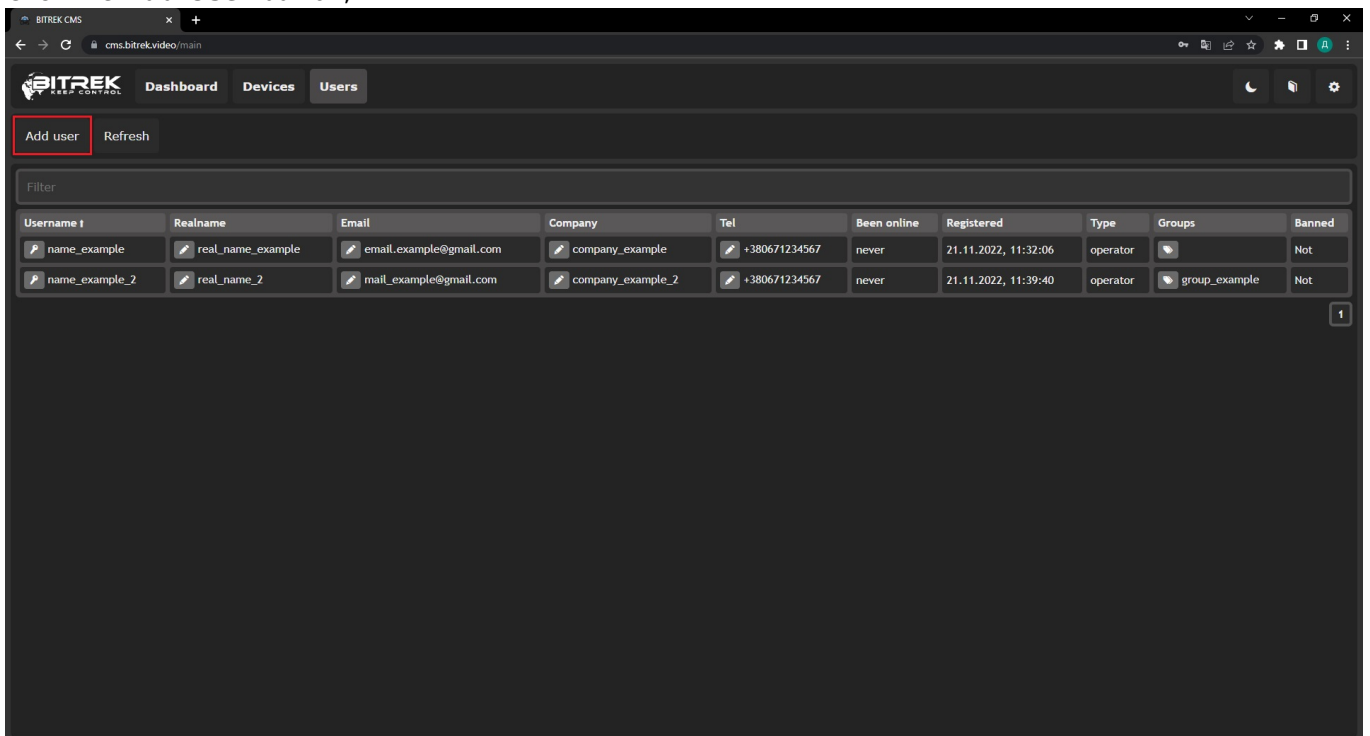
2. If you are not yet authorized in the system, you need to click the **Registration** button and fill in the fields;



3. After successful authorization, we will be on the main page, we need to go to the **Users** tab;



4. Click the **Add User** button;



5. Fill in all the appropriate fields, and create a user;

Creating user

Username

name\_example

Password

●●●●●●

Company

company\_example

Email

email.example@gmail.com

Realname

real\_name\_example

Confirm password

●●●●●●

Phone number

+380671234567

Access type

Operator

Cancel

Create

6. After successfully adding a user, we can see the user in the field below, after which we need to click on the **Groups** button, which is located in the corresponding field;

The screenshot shows the Bitrek CMS interface. At the top, there's a navigation bar with 'Dashboard', 'Devices', and 'Users' tabs. Below this, there are 'Add user' and 'Refresh' buttons. A 'Filter' input field is present. The main content is a table of users:

Username	Realname	Email	Company	Tel	Been online	Registered	Type	Groups	Banned
name_example	real_name_example	email.example@gmail.com	company_example	+380671234567	never	21.11.2022, 11:32:06	operator		Not
name_example_2	real_name_2	mail_example@gmail.com	company_example_2	+380671234567	never	21.11.2022, 11:39:40	operator		Not

A small '1' is visible in the bottom right corner of the table area.

7. Specify the name of the group and click the **Save** button.

**Changing groups for: name\_example** ✕

☐ group\_example

Add new group

group\_example

Close Save groups

The group has been successfully created, now you can share your device with several people as needed:

1. Go to the **Devices** tab and click the **Access Manager** button

