

# Adding or removing users from groups

To add or remove a user from a group follow these steps:

1. Open the control panel.
2. Select "Users".
3. Select the user you want to add to a group or remove from one.
4. Click "Edit user"
5. Using the "User group(s)" field, select only the groups that you want the user to be part of.
6. Click "Submit" to save the changes.

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