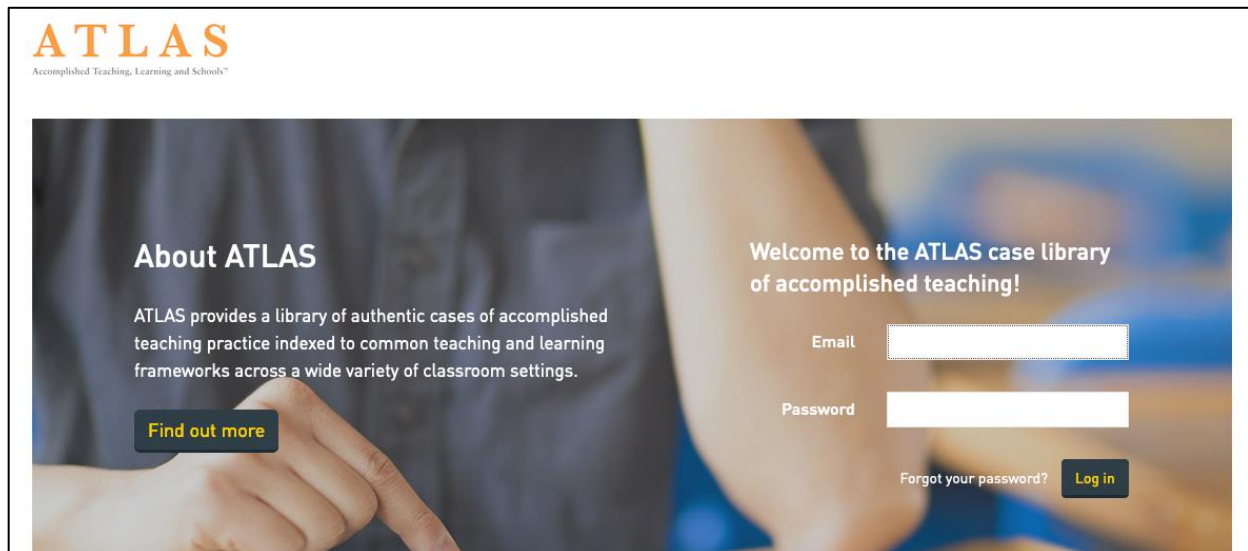
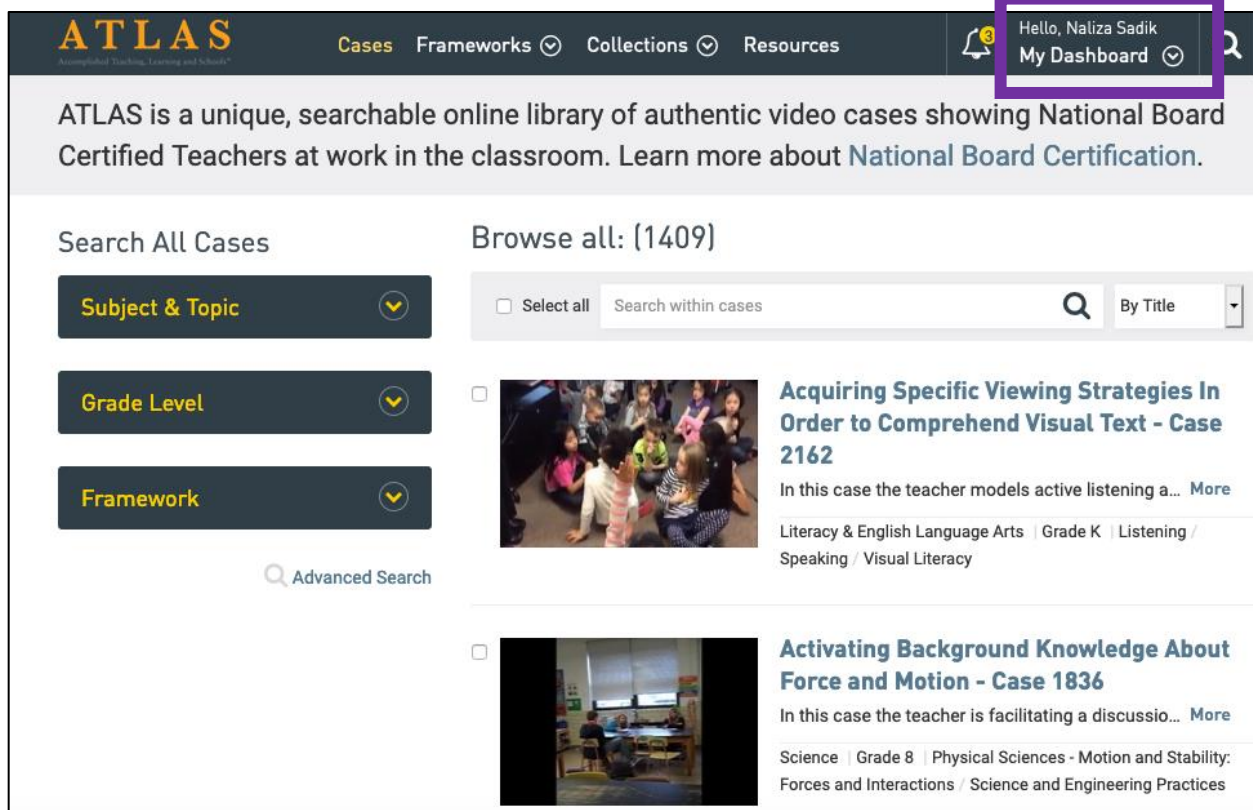


## ATLAS: Creating a Group

Log-in to [ATLAS account](#) (Use either Firefox or Google Chrome browsers)



> Click on My Dashboard



> Click Create and Manage Groups

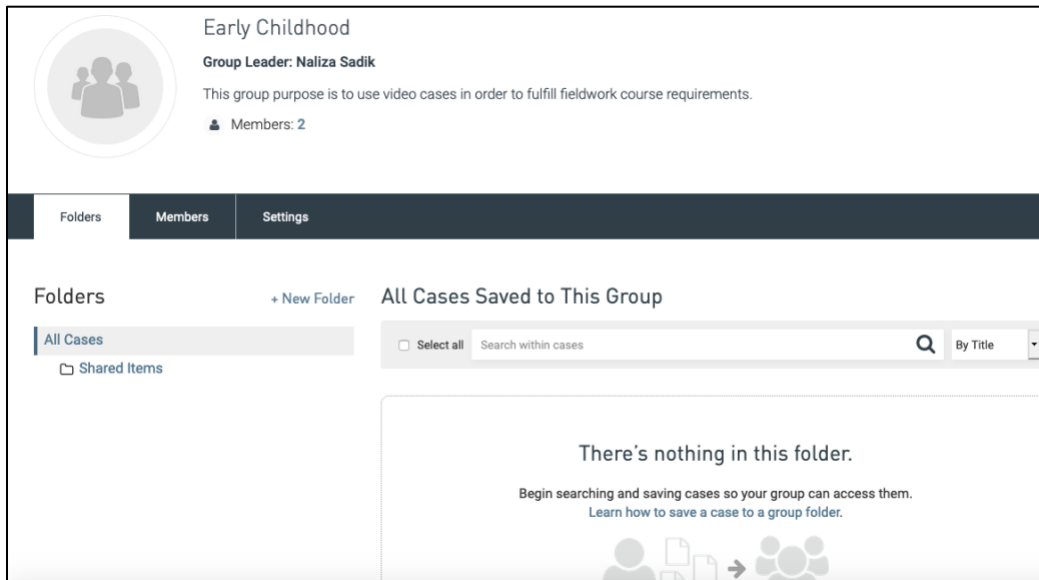
The screenshot shows the ATLAS dashboard with a dark header. The header contains the ATLAS logo, navigation links for Cases, Frameworks, Collections, and Resources, a notification bell, and a user profile for Naliza Sadik with a 'My Dashboard' link. The main content area is divided into four columns: 'City University of New York' with account settings, 'Recently Viewed Cases' with a list of search methods, 'Saved Searches' with a link to learn how to create a saved search, and 'Saved Cases (0)' with a link to learn how to save cases. A 'Groups' section is highlighted with a purple box, containing a link to 'Create and Manage Groups'.

> Click Create New Group

The screenshot shows the 'My Groups' page. The header is the same as the previous screenshot. Below the header, the text 'My Groups' is displayed. A button labeled 'Create New Group' is highlighted with a purple box.

> Add a name for the group and a description. NOTE: Do NOT add members > Click Create Group

The screenshot shows the 'Create Group' form. The form has a title 'Create Group' and two main input fields: 'What is the name of your Group?\*' and 'Add a Description\*'. The 'Name' field contains the text 'e.g. "Teachers as Makers"'. The 'Description' field contains the text 'This group's purpose is...'. Below these fields is a 'Members' section with a note: 'NOTE: Do not add Students who will be accessing ATLAS cases from within a learning management system (e.g., Canvas, Moodle, Blackboard, etc.). Student accounts will be automatically provisioned when students access the ATLAS cases from their course.' At the bottom of the form, there is a 'Group cover image' section with a 'Browse' button and the text 'No file selected'. The 'Create Group' button is highlighted with a purple box.



Early Childhood  
Group Leader: Naliza Sadik  
This group purpose is to use video cases in order to fulfill fieldwork course requirements.  
Members: 2

Folders Members Settings

Folders + New Folder All Cases Saved to This Group

All Cases  
Shared Items

Select all Search within cases By Title

There's nothing in this folder.  
Begin searching and saving cases so your group can access them.  
Learn how to save a case to a group folder.

Once you have created your group, you can add your videos.