

**LINKEDIN**

**MANAGING  
YOUR GROUP**

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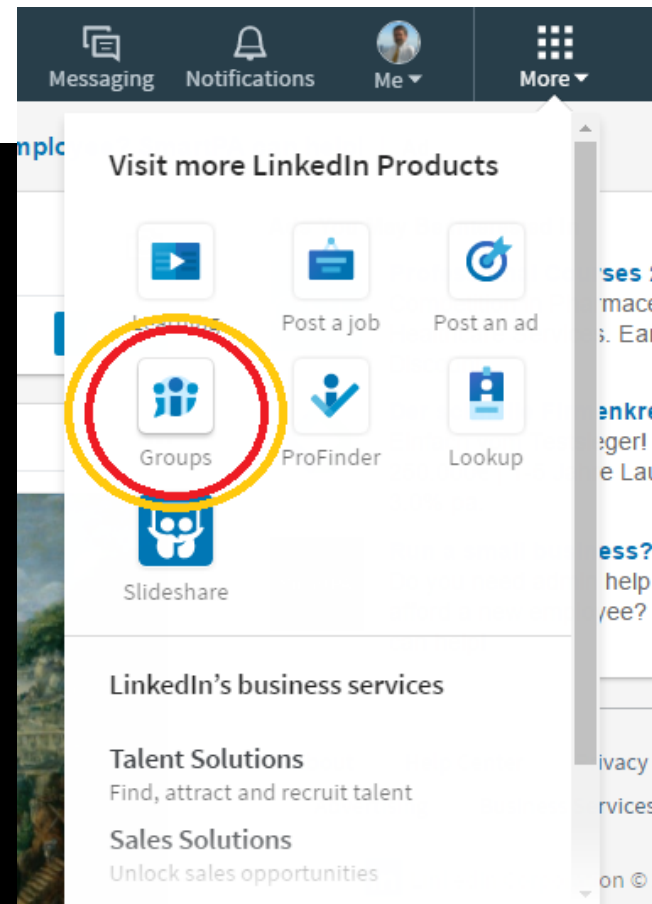
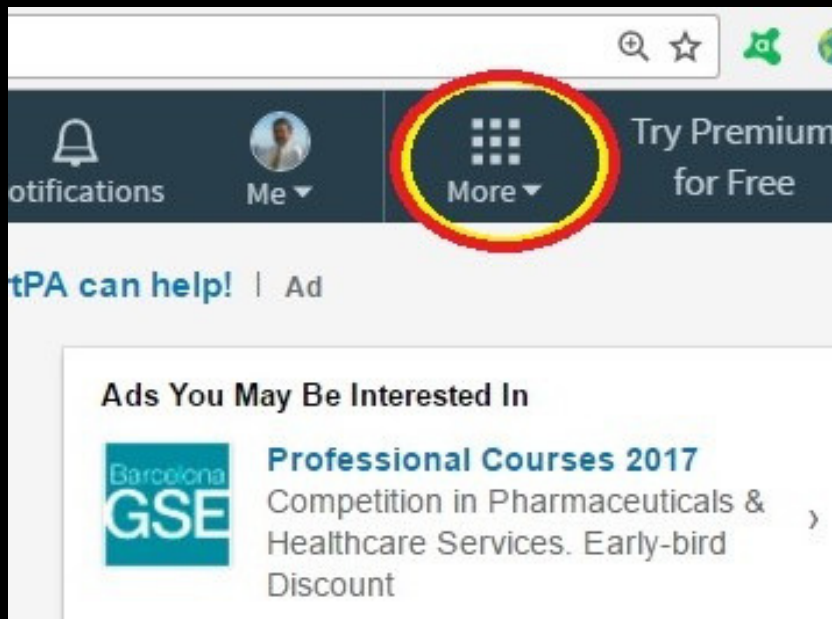


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# MANAGING THE LINKEDIN GROUP

**After logging in, click on the little panels on the right-hand side.**

**A cloud of options will appear below it. Click on 'Groups'.**



# GROUPS OVERVIEW

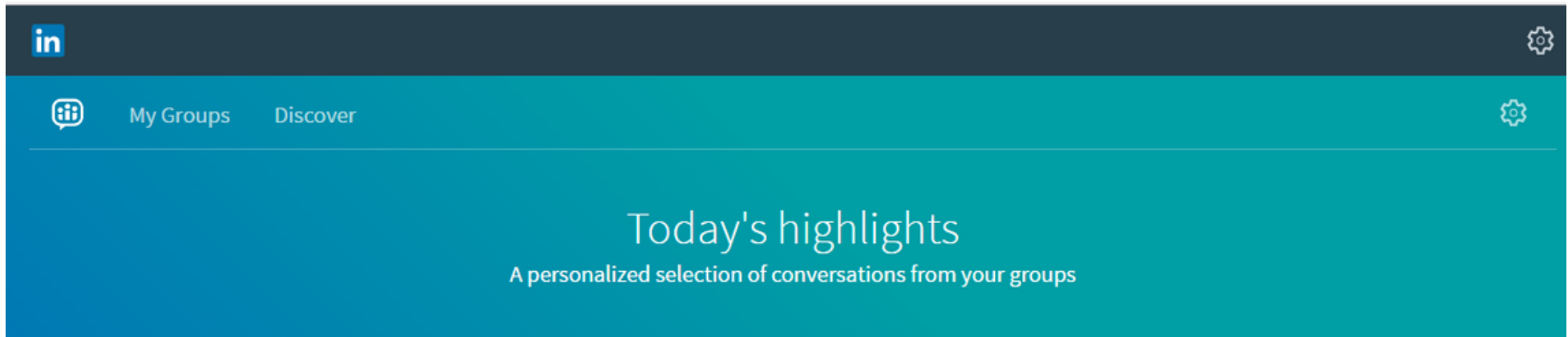
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You will now be taken through to the Highlights page.

Here you can get a quick overview of what's going on in all the different groups.

On the Highlights page, you just have to click on "My Groups".

It should be located on the left-hand side of the screen.



# NEARLY THERE!

You'll now see this screen.  
If you look under  
'Groups that I manage',  
the AGMS group is there.  
Click on it.

The screenshot shows the LinkedIn interface for the 'My Groups' section. At the top left is the LinkedIn logo. Below it, there are navigation tabs for 'My Groups' (selected) and 'Discover'. On the left side, there is a sidebar with the heading 'My groups' and a sub-heading 'My pending groups'. Below this is a blue button labeled 'Create group'. The main content area features a search bar labeled 'Filter my groups'. Underneath, there is a section titled 'GROUPS THAT I MANAGE'. This section contains one group entry: a square icon with a blue caduceus symbol, followed by the text 'AGMS / DEÄV', and a gear icon for settings on the right. Below this section, the heading 'GROUPS THAT I'M IN' is visible.

# KEEP IT DIGITAL

You've now reached the AGMS group. You can click on the little cog or the 'Manage' button on the far right-hand side to manage the group, admit new members, alter details, edit particular content .etc.

The screenshot shows the LinkedIn interface for a group named 'AGMS / DEÄV'. At the top, there is a dark blue header with the LinkedIn logo and a gear icon. Below this is an orange navigation bar with 'My Groups' and 'Discover' on the left, and a search bar with a magnifying glass icon and a gear icon on the right. The main content area has a white background. On the left, there is a group profile card with a blue medical symbol icon, the text 'AGMS / DEÄV', and '1 member'. To the right of this card is a blue 'Manage' button. Below the profile card is a section for starting a conversation, featuring a circular profile picture of a man and the text 'Start a conversation with your group'. Below this is a text input field with the placeholder 'Enter a conversation title...'. At the bottom left, there are tabs for 'Conversations' and 'Jobs'. On the right side of the page, there is a section titled 'ABOUT THIS GROUP' with the text 'Welcome to the AGMS LinkedIn group.' and 'Here on our LinkedIn group, members are invited to pose questions, share recent developments and discuss other matters relating to health, medicine, pharma and other key topics of interest.' Below this is a note: 'Please note that this group will remain private.'

**LET US KNOW IF YOU  
HAVE ANY QUESTIONS.**

**GO RAIBH MAITH AGAT!  
THANK YOU!**

