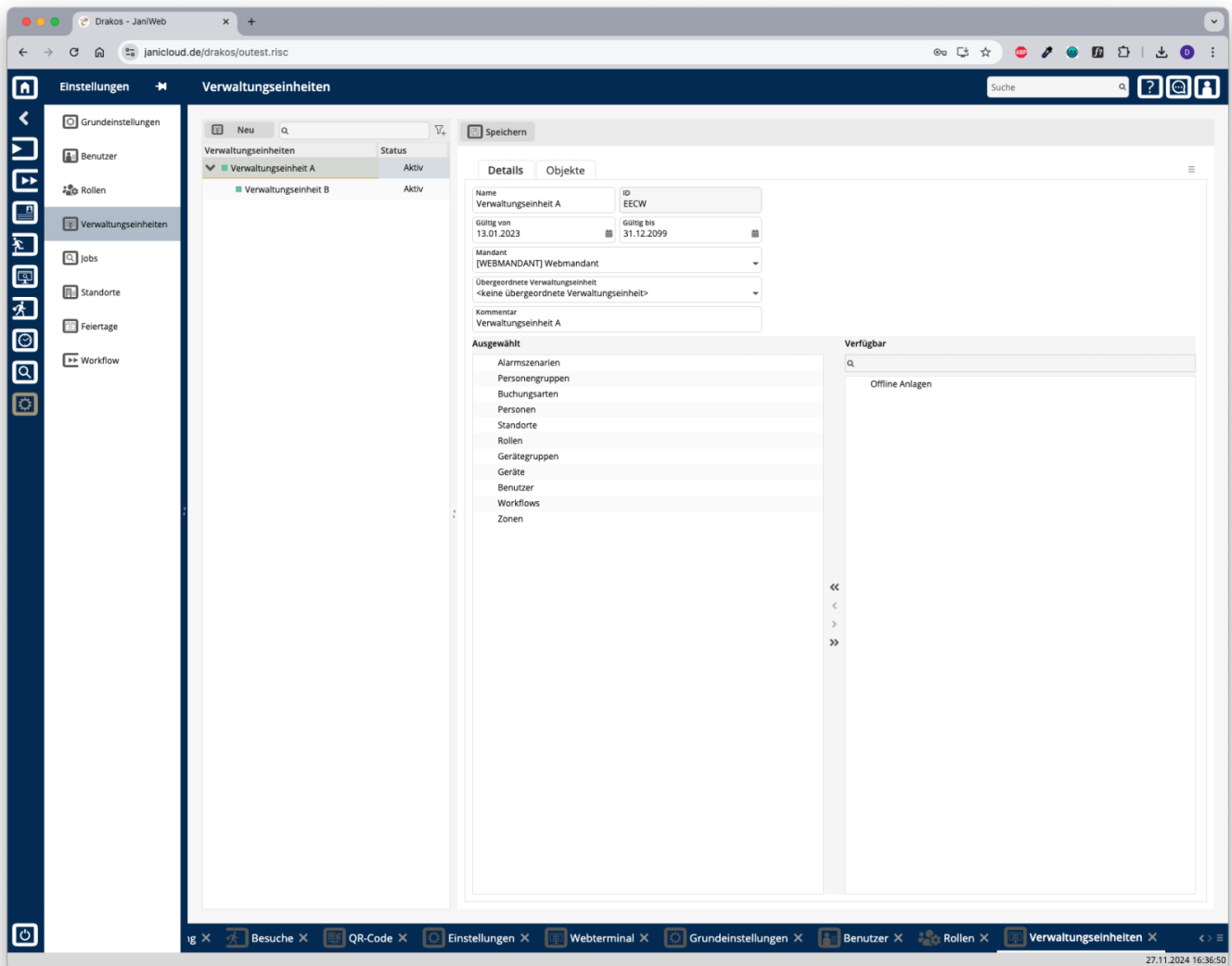# Administration Units

**You can use this menu option to create *Administration Units*. Administration units allow you to group objects according to their affiliation, so that you can assign permissions for several objects at once.**



# List of administration units

The list contains the already created administration units.

# Button *New*

Press *New* to create a new administration Unit. Enter a *Description* and any additional information, and press *Save*.

# Tab *Details*

Use the lists in the lower area to define which object types the administration unit can contain.

- Drag the required elements from the right-hand list *Available* to the left-hand list *Selected.*
- Press *Save* to confirm.

# Tab *Objects*

The objects linked to the administration unit appear here.

## TIPS

Administration units can be structured hierarchically. This means that you can assign one administration unit to another. To do this, select the parent administration unit in the details.

For example, you can first create a top-level administrative unit for the entire site. Then you can create subordinate administrative units for parts of the site. As soon as you assign a permission for a top-level administrative unit, the objects of the lower-level administrative units are included.

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