# User Groups Home

As previously mentioned, a User Group is essentially a means for you to 'group your registered users' into certain demographics for the purpose of assigning a specific pricing schemes (fees) to each User Group.

The User Groups Home page displays all of the existing User Groups that you currently have in the system. Each section of the page is discussed in further detail below:

## User Group Name

This is the name that you gave the User Group during setup. There must always be a User Group in the system. Therefore, when there is only one User Group, you will not see the "delete" button appear.

## Users in Group

You will see the number of users currently within each User Group.

## Classifieds Price Plan

This is the default Price Plan that is assigned to users within the User Group when they place a "classified" listing.

Note that the only price plan displayed in the user group list view is the default price plan. Any additional price plans attached in the additional price plan feature will not appear here

## Auctions Price Plan

This is the default Price Plan that is assigned to users within the User Group when they place an "auction" listing.

Note that the only price plan displayed in the user group list view is the default price plan. Any additional price plans attached in the additional price plan feature will not appear here

## Default

When there is more than one User Group in the system you can specify the "default" User Group. This means that every user who registers on your site, but does not enter a Registration Code during registration, will automatically be placed into the "default" User Group (and is subject to that group's

Price Plan). You can, however, move each user to a different User Group at a later time if you wish.

**Updated as of GeoCore 7.0.3:**

There are now four different "default types" that may be selected for each group. They behave as follows:

- **none** - New users will not be placed into this group by default.
- **all** - All new users that do not match other criteria will be placed into this group. This is analogous to the pre-7.0.3 "default" setting.
- **individual** - New users who select an Account Type of "individual" will be placed into this group.
- **business** - New users who select an Account Type of "business" will be placed into this group.

In all cases, **registration codes take precedence.** Also, **there must *always* be exactly one group with the "all" default type.**

The individual/business settings take precedence over the "all" group. In other words, the system follows this logic when determining what group to put a user in:

- Is there a registration code? **If yes**, use the group denoted by the code. **If no**, continue.
- Did the user select either an individual or business account type, and is there a default group set for that type? **If yes**, use that group. **If no**, continue.
- Use the group with default type "all."

# Move

The "move" feature allows you to migrate an entire group of users from one User Group to another User Group. This feature is described in more detail in the "Edit User Group" section of this manual.

<tip c w> **NOTE:** You can also move individual users to another User Group by editing the user's information through the admin panel. You can find a user by accessing the "List Users" or "Search Users" menus.</tip>

# Edit

The "edit" feature allows you to edit the data that you originally entered when creating the User Group, as well as, assign User Group specific questions. This feature is described in more detail in the "Edit User Group" section of this manual.

# Delete

The "delete" feature allows you to delete an existing User Group.

When you do attempt to delete a user group from the system you will be prompted to which user

group you wish to move all of the current users to. The user group you choose to move the current users to will "receive" all of those users. There is no ability to "split" the currently attached users between two or more user groups.

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