

# Provision Distribution lists or groups

1. [Log in to the Admin Panel](https://mithidocs.knowledgeowl.com/home/how-to-login-to-the-skyconnect-admin-panel) (https://mithidocs.knowledgeowl.com/home/how-to-login-to-the-skyconnect-admin-panel). From the left pane, select the domain from the list of domains. Click the **Groups** option. The middle pane will show the list of groups or distribution lists in the domain.
  2. From the middle pane, click the **Add Group** icon.
  3. On the **Add Group** window, provide the **Group Name** and **Password**. Click the **+** sign to enter the record. Repeat the steps to add more group ids.
  4. When done adding all the group ids, click **Continue** to validate the input and add the groups.
  5. Click **Done** to exit the pop-up. The newly added group ids will be visible in the middle pane.
  6. For the newly added groups, [add group members](https://mithidocs.knowledgeowl.com/home/how-to-manage-group-members-in-skyconnect) (https://mithidocs.knowledgeowl.com/home/how-to-manage-group-members-in-skyconnect).
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