

## Creating Organizations



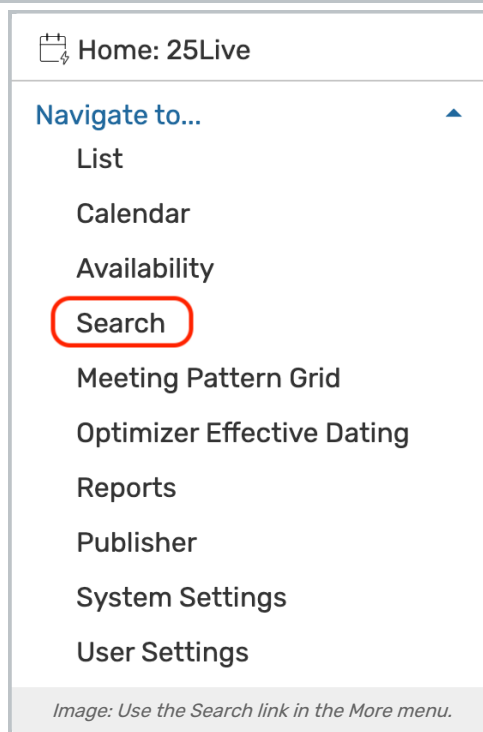
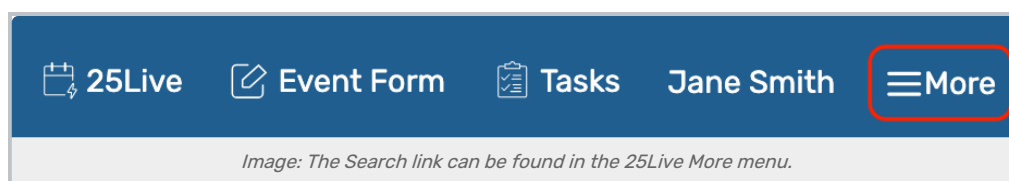
### Security Note

In order to use this feature, your 25Live user must have appropriate permissions (Administrative: 16.0 *Create and Copy Organizations*) in [Group Administration](#).

## Create a New Organization

### 1. Go to Search

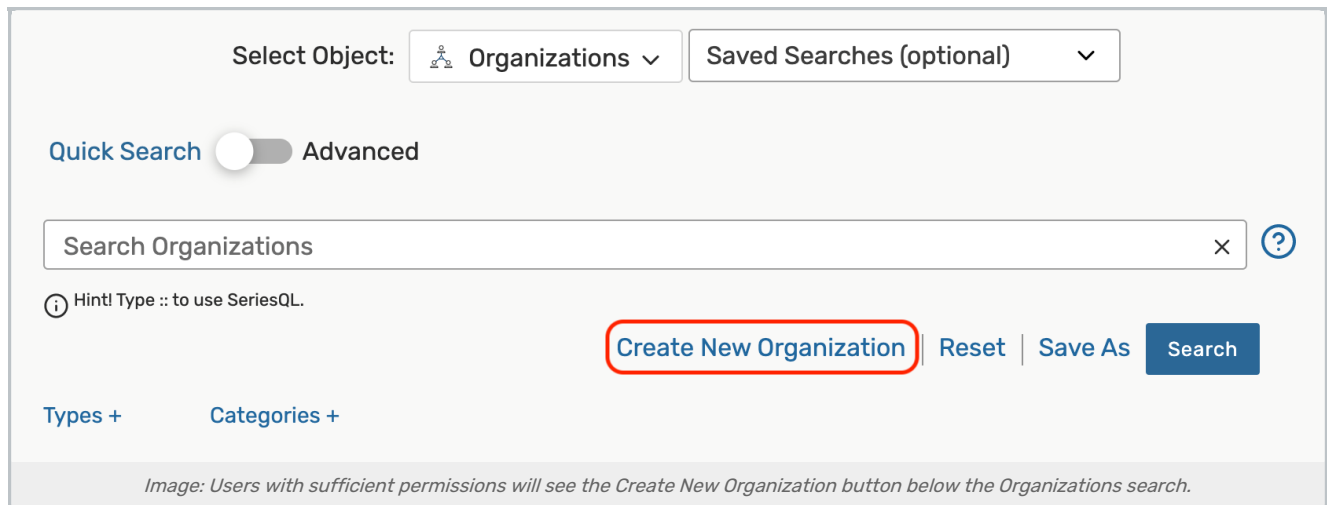
To create a new organization, use the **Search** link in the 25Live **More** menu to navigate to the search page.



### 2. Select Organizations From the Select Object Dropdown

### 3. Click Create New Organization

Below the organization search bar, click **Create New Organization**



Select Object: Organizations ▾ Saved Searches (optional) ▾

Quick Search ☒ Advanced

Search Organizations × ?

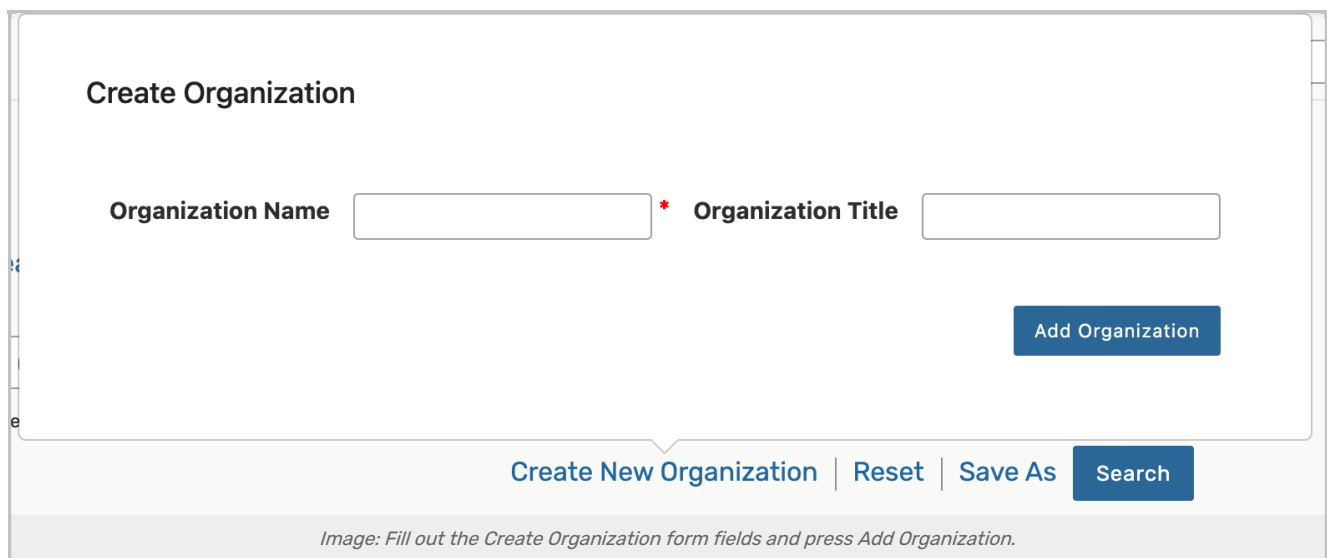
? Hint! Type :: to use SeriesQL.

**Create New Organization** | Reset | Save As | Search

Types + Categories +

*Image: Users with sufficient permissions will see the Create New Organization button below the Organizations search.*

#### 4. Enter an Organization Name and (Optionally) an Organization Title



Create Organization

Organization Name  \* Organization Title

Add Organization

**Create New Organization** | Reset | Save As | Search

*Image: Fill out the Create Organization form fields and press Add Organization.*

#### 5. Save by Selecting the Add Organization Button

The organization will be saved with the [default security settings](#) configured in Group Administration.

After saving, you will be routed to the [Organization Details](#) page. There, you can view or [edit](#) associated information for your new organization.