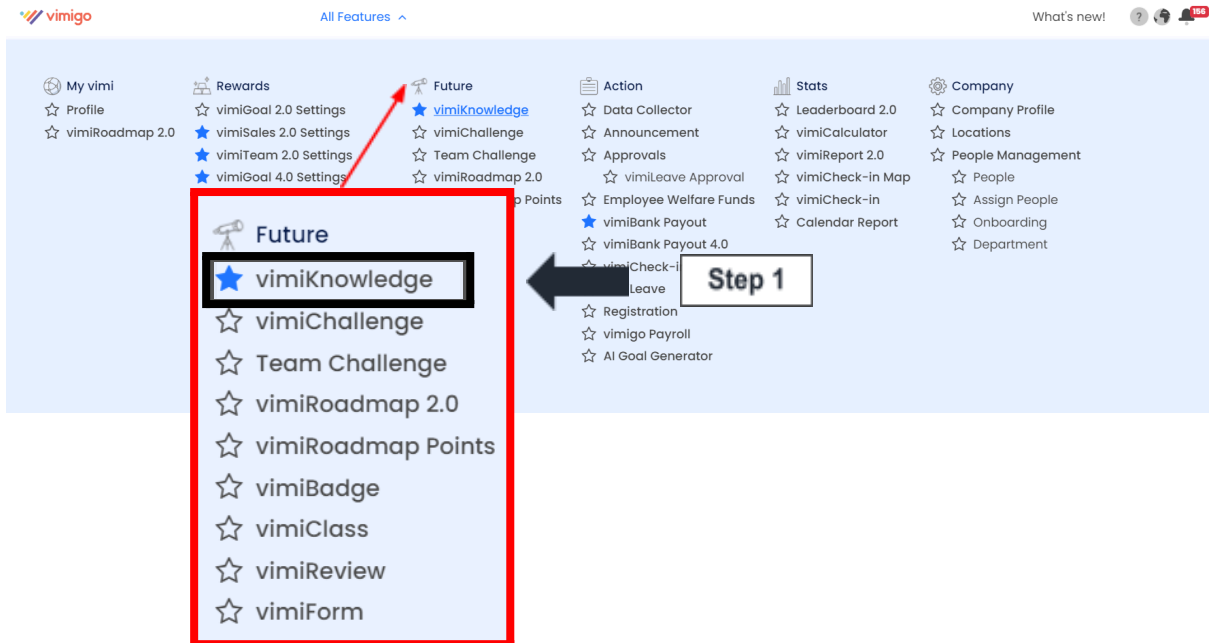
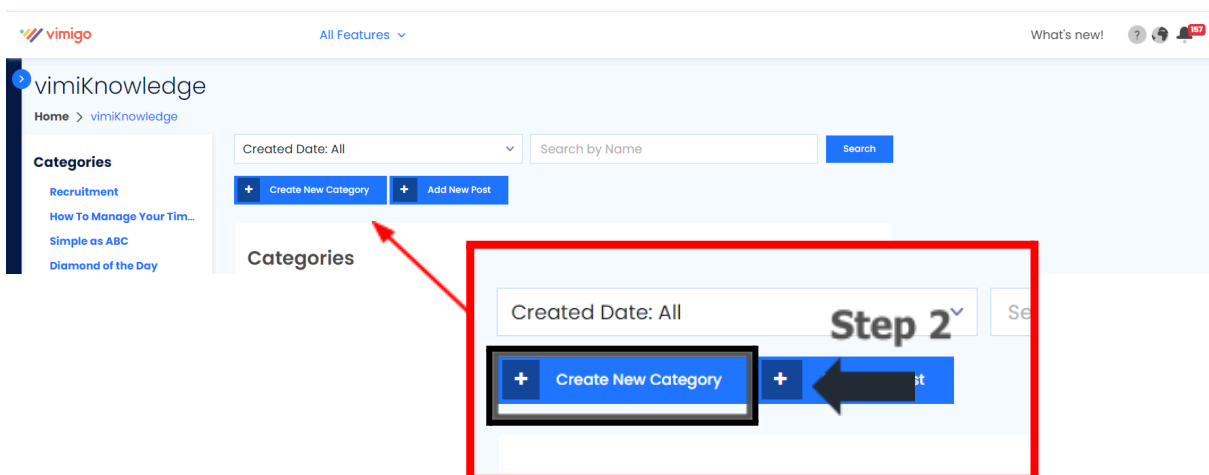


How to create a new category in vimiKnowledge?

Step 1: Head over to **All Features** Tab at the top of the website Under **Future** list, click on **vimiKnowledge**.



Step 2: Click on **Create New Category**.



Step 3: Fill in the **Category Title** and **Description**.

vimigo All Features ▾

vimiknowledge

Home > vimiknowledge > Add New Category

New Category

Category Title
Insert title here

Recommended size
118 x 75

Upload Thumbnail Image

Description

Step 3

Step 4: Scroll down and **assign permission** accordingly to each role. Once done, Click on **Create** and pop up 'Successful' message.

Access Right ?	View	Create Post	Edit Post	Delete Post
Employer	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Human Resource / Administrator	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Reset Create

Step 4

Successfully created a new vimiKnowledge group! ✓