## 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.

wimigo	All Features 👻		What's new!	? 🖨 樽
vimiKnowledge Home > vimiKnowledge				
Categories Recruitment How To Manage Your Tim Simple as ABC Diamond of the Day	Created Date: All  Create New Category Add New Categories	Search by Name  reat  Created Date: All  Function  Create New Category  +  Create New Category  +  t  t  t  t  t  t  t  t  t  t  t  t	Se	

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

wimigo	All Features 🗸	
VimiKnowle	edge > Add New Category	
New Category		
	Category Title Insert title here	
Recommended size 118 x 75	👩 Upload Thumbnail Image	Step 3
Description		

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						
Human Resource / Administrator						
Manager						
Staff						
Reset				Step 4		
Successfully created a new vimiKnowledge group!						