



How to create a Discussion Category

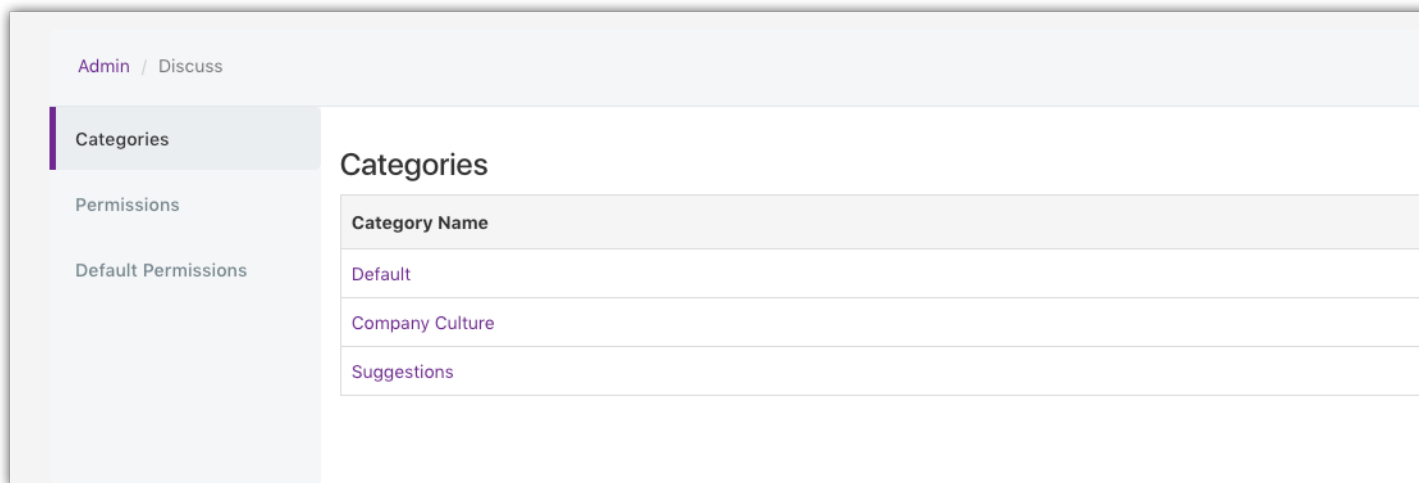
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Overview

This article will walk you through how to set up channels within Discuss.

Creating a discussion category

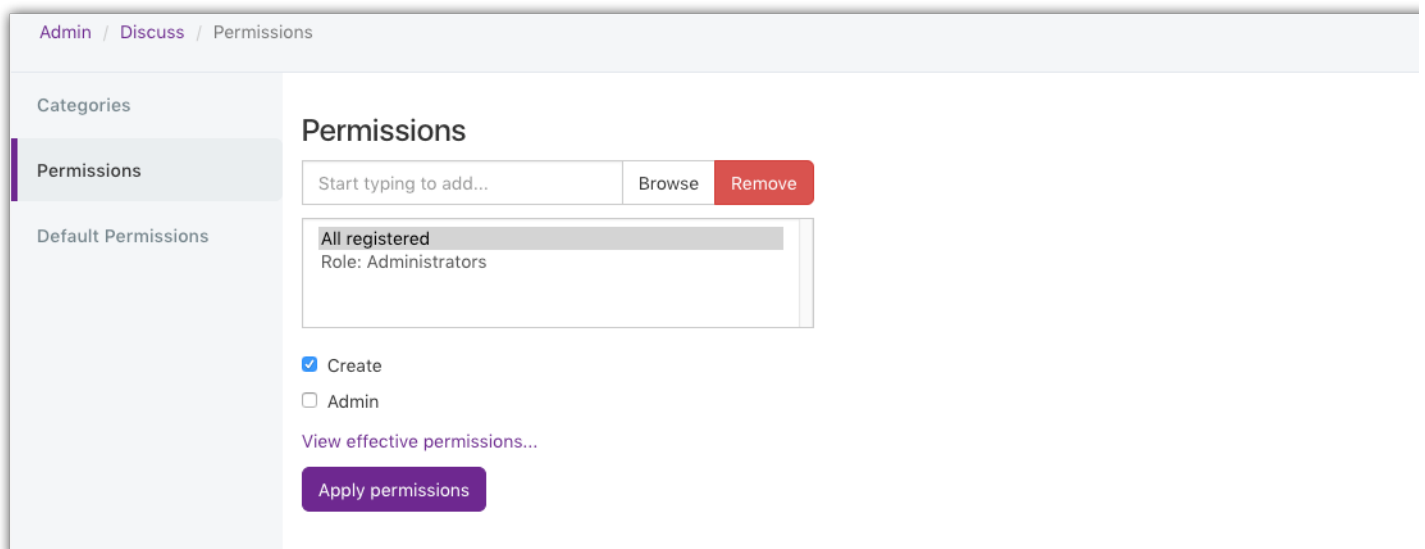
Navigate to Admin > Discuss you will land on the categories list.



From here you will be able to change any existing category name by clicking on the category itself or create a new category by selecting add a category where you will need to put in the category name only.

Permissions

The permissions tab will allow you to select who is able to create a new discussion and also who has admin rights over all discussions created, this will override any individual discussion permissions.



The default permissions are what the permissions will be set to when creating a new discussion. You will be able to change these upon creating a new discussion however so they don't need to be set every time these will be the permissions that are populated by default. You will be able to set contribute, edit and admin permissions.

For more information on Discuss please take a look at our other articles and if you have any further questions please submit a ticket [here](#).

Last modified on 16 November 2023 by Veronica Kim

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Tags: intranet, user guide, discuss