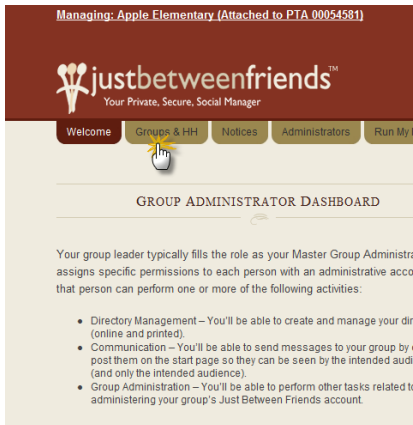


# To Delete a Group

**Do not ever attempt to delete your unit (the school with the number to right)**

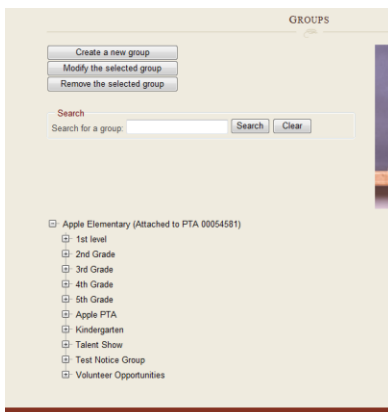
1. Log into your Just Between Friends Admin account
2. Click on the <Groups & HH> tab.



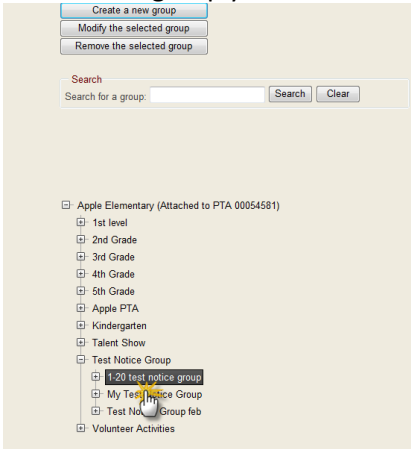
3. Click on the red words: **View/Modify Existing Groups**



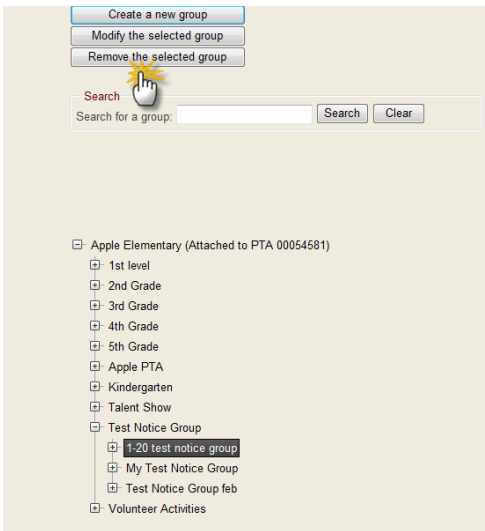
5. You should see a listing of your communication groups. . You will get a listing of all the groups you have. Take a moment to hit the plus sign beside the groups to see if there are any sub-groups. Below is an example how a unit may look:



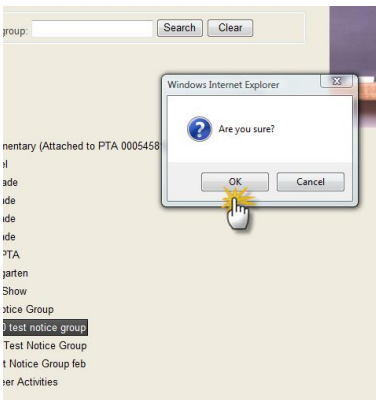
7. Select the group you wish to delete by clicking on it. Note how it will become shaded.



8. Now click on the Remove the selected group button.



9. It will ask you to confirm. If sure click on OK button.



10. **Do not ever attempt to delete your unit (the school with the number to right)**