

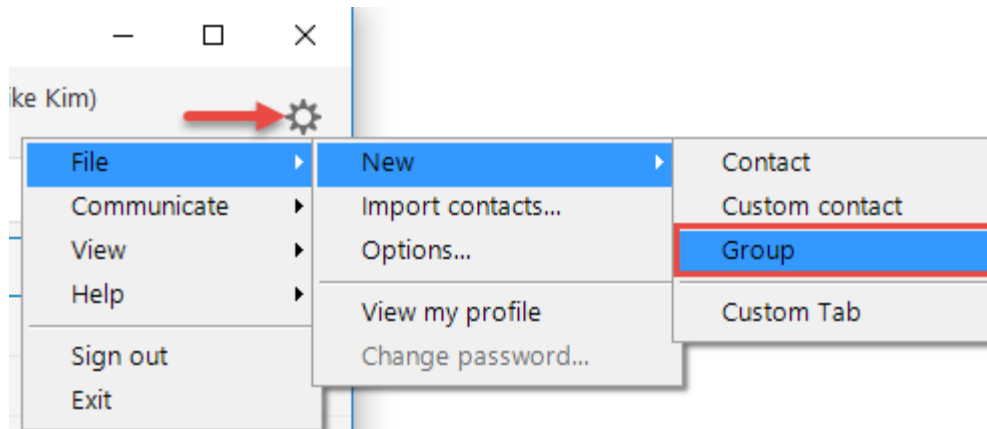
# Cisco Jabber

## How Do I Create a New Group in Jabber?

### For Windows:

You can create a new group in Jabber in just a few steps:

1. In your Jabber window, Click on your **gear icon** (menu). Go to **File > New > Group**.



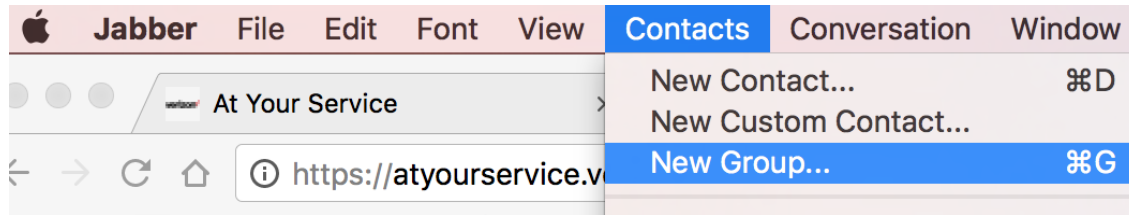
2. Enter an appropriate name for your new group.



3. Click on **Create**.
4. Your new created group will now be on your **Contacts** list.

### For MAC:

1. In your Jabber application menu bar, go to **Contacts > New Group**



2. Enter the **group name**. Click **OK** when done.

