



Create Summer School User Group

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Navigation: User Management > User Groups > Add User Group

- Click **New**.
- Enter **User Group Name**.
- Leave associated product as Student Information System.
- Click on **Save & Navigate**.
- Click on **Calendar Rights**.
- Click **New**.
- Select the **school** from the dropdown.
- Select the **year** from the dropdown.
- Select the **summer school calendar** from the dropdown.
- Make sure that **Modify Rights** is checked.
- Click **Save**.

Add User Group ☆

A screenshot of the 'Add User Group' page. The 'User Group Name' field contains 'Summer School'. The 'Associated Product' dropdown is set to 'Student Information System'. In the 'Calendar Rights' section, there is a 'Rights Editor' table with a row for 'Summer School'. The 'Save' and 'Save & Navigate' buttons are at the bottom. A red box highlights the 'Save & Navigate' button. The top right shows the navigation path 'User Management > User Groups > Calendar Rights' and a sidebar with 'Calendar Rights' selected.

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