



**Create a Group flow
with new site cloning feature**



Google Custom Search Search

Create a Group

Create New or Clone Existing?

You can either start fresh with your Group or clone an existing Group (if you are an admin of it) to use as the basis for another group.

- Create a New Group
- Clone an Existing Group

Please add your group details to get started.

- 1. Details
- 2. Settings
- 3. Photo

BODY CONTENT UNCHANGED

Group Name (required)

Group Description (required)

Quick Link

http://cuny.is/

Campus (required)

Please select

Primary Purpose (required)

Please select

Create Group and Continue





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Create a Group

Create New or Clone Existing?

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- Create a New Group
- Clone an Existing Group

Please select a group ▼

Note: As an admin of a Group, you can choose this option to clone it as the basis for a new one.



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<https://commons.gc.cuny.edu/groups/cuny-technology-group/>

Note: As an admin of a Group, you can choose this option to clone it as the basis for a new one.

By filling out the form below, you can clone the selected existing group above to your account.

Group Details

Group Name (required)

Group Description (required)

Quick Link

http://cuny.is/

The quick links of the Group being cloned: <http://cuny.is/group-cuny-technology-group>

Campus (required)

Primary Purpose (required)

Campus and Primary Purpose will be auto-populated (leave Term/Year blank if Teaching, but retain Disciplinary Cluster)

Group Content



To avoid permissions issues:

- The admin creating the cloned Group will be its only initial member. More can be added later.
- Any other admins of the parent Group will be notified that it has been cloned.
- Only Library items (files, docs, and external links) added by admins of the parent Group will be copied over, retaining their original admin attribution.



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Congratulations!

Your group '[New Group Name](#)' has been created, cloned from '[CUNY Technology Group](#)'.

You're almost done.

Please click below for steps to make sure your cloned group is ready to use.

[Clean up your cloned Group](#)





When cloning a Group with Associated Site

This is how it changes the UI

> > >



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Create a Group

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You can either start fresh with your Group or clone an existing Group (if you are an admin of it) to use as the basis for another group.

- Create a New Group
- Clone an Existing Group

Digital Humanities Initiative

<https://commons.gc.cuny.edu/groups/cunydhi/>

Note: As an admin of a Group, you can choose this option to clone it as the basis for a new one.

This Group has an associated Site. Would you like to clone the [associated site](#)?

- Yes, clone the Group's associated Site
- Create a new site
- No, don't create a site (I want a stand-alone Group)

GROUP WITH CONNECTED SITE

If a user selects a group with associated site this screen will be the next step

- 1. Group details
- 2. Site details

By filling out the form below, you can clone the selected existing group above to your account.

Group Details

Group Name (required)

Group Description (required)

Quick Link

http://cuny.is/

The quick links of the Group being cloned: <http://cuny.is/cunydhi-group>

Campus (required)

CUNY-wide

Primary Purpose (required)

Committee

Campus and Primary Purpose will be auto-populated (leave Term/Year blank if Teaching, but retain Disciplinary Cluster)

Group Content



To avoid permissions issues:

- The admin creating the cloned Group will be its only initial member. More can be added later.
- Any other admins of the parent Group will be notified that it has been cloned.
- Only Library items (files, docs, and external links) added by admins of the parent Group will be copied over, retaining their original admin attribution.

Clone Group





Create a Group

Create New or Clone Existing?

You can either start fresh with your Group or clone an existing Group (if you are an admin of it) to use as the basis for another group.

- Create a New Group
- Clone an Existing Group

Digital Humanities Initiative

<https://commons.gc.cuny.edu/groups/cunydhi/>

Note: As an admin of a Group, you can choose this option to clone it as the basis for a new one.

This Group has an associated Site. Would you like to clone the [associated site](#)?

- Yes, clone the Group's associated Site
- Create a new site
- No, don't create a site (I want a stand-alone Group)

GROUP WITH CONNECTED SITE

If a user selects a group with associated site this screen will be the next step

- 1. Group details
- 2. Site details**

Site Details

Site Domain

Note: The domain cannot be changed once created

.commons.gc.cuny.edu/

Domain of Site being cloned: *cunydhi.commons.gc.cuny.edu*

Site Title

Title of Site being cloned: *CUNY Digital Humanities Initiative*

Campus (required)

Graduate Center Brooklyn College

Primary Purpose (required)

Committee

License



[Attribution-NonCommercial-ShareAlike 4.0 International](#)

The existing site's license is carried over to the cloned site. This can be changed later via the Dashboard.

Privacy Options

Reminder: Your Group is set to [pull privacy setting from group setup].

- I would like my site to be completely public.
- I would like my site to be publicly accessible, but hidden from search engine results.
- I would like my site to be visible only to registered users of the CUNY Academic Commons
- I would like my site to be visible only to users I add to it.
- I would like my site to be visible only to its Admins.

Site Content

Only existing site content (posts, pages, media, etc.) authored by any admin-level user will be copied over to the cloned site to avoid permissions issues. By default, the only user account on the cloned site will be the admin creating the clone (more users can be added later). Other admins of the existing site will be notified that it has been cloned, and content authored by other admins on the existing site will still be attributed to them on the cloned site.

Group + Site User Roles

Would you like group members to be able to post on the site?

- Yes
- No

[Click here for more about Wordpress member roles](#) (link will open in a new window).

Cancel

Back to Previous Step

Clone Site





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Congratulations!

Your group '[Add group name here](#)' and connected site '[Site name here](#)' have been cloned.

You're almost done.

Please click below for steps to make sure your cloned group is ready to use.

Clean up your cloned Group + Site

