Hub - Approving a group

As a hub user you are responsible for approving and reviewing the group records in your hub area. Hubs can have as many users as are needed. If you would like to add an additional hub user please open a ticket

There is a short video available here to show the process in a visual way

When a new group is submitted in your area you will receive an email notification alerting you to the pending group. You need to log in, review the group and either approve or reject it.

You will recieve reminder emails every six days until the group is either approved or rejected.

When a group is approved they will receive an email welcoming them to the movement and signposting to some support resources. If you would like to customise this email then please add your text to this welcome email document

If you have trouble accessing that document then ensure that you are a member of the Hubs group

---

Revision #4
Created 2023-10-10 16:54:11 UTC by Admin
Updated 2025-07-08 11:27:00 UTC by Admin