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Recipe Categories and Groups: Recipe Groups

Adding a Recipe Group

From the Recipe System window, right click on the appropriate category. Choose **Add New Recipe Group**. Enter in the name and description of the new group. You will also need to enter a button title for the group. This title will actually display to the portal user. If you have recipe's entered, you can select the ones that you want added to the group. By default, new recipe groups are enabled in recipe viewer. If you want to disable the group, so that portal users cannot see the recipes in that group, or the group button, un-check **Enable for use in recipe viewer**.

Moving and Adding Recipe Groups to Categories

You can click and drag a recipe group to a category.

1. Click on Recipe Groups from the Recipe System window.
2. Click on a recipe group from the viewing pane.
3. Hold and drag it to the category on the left pane.