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## Renaming Site Groups or Service Group Folders

<https://campus.barracuda.com/doc/90442716/>

Perform the following steps:

### To rename a site or service group

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1. In Service Center, click **Configuration > Groups**.
2. Click the **Site Groups** or **Service Groups** tab.
3. Click the name of the group to modify.
4. On the **Overview** tab, click **Modify**.
5. In the **Group Name** box, type a new name for the group.
6. Click **Save**.

### To rename a service group folder

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1. In Service Center, click **Configuration > Groups**.
2. Click the **Service Groups** tab.
3. Click the name of the service group that uses the group folder you want to rename.
4. On the **Overview** tab, click **Modify**.
5. Select the **Create New Group Folder** check box, and then type a name for a new folder in which to store the service group.
6. Click **Save**.

The service group moves to the new folder. If a group folder does not contain any service groups after renaming, the group folder is automatically deleted.

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