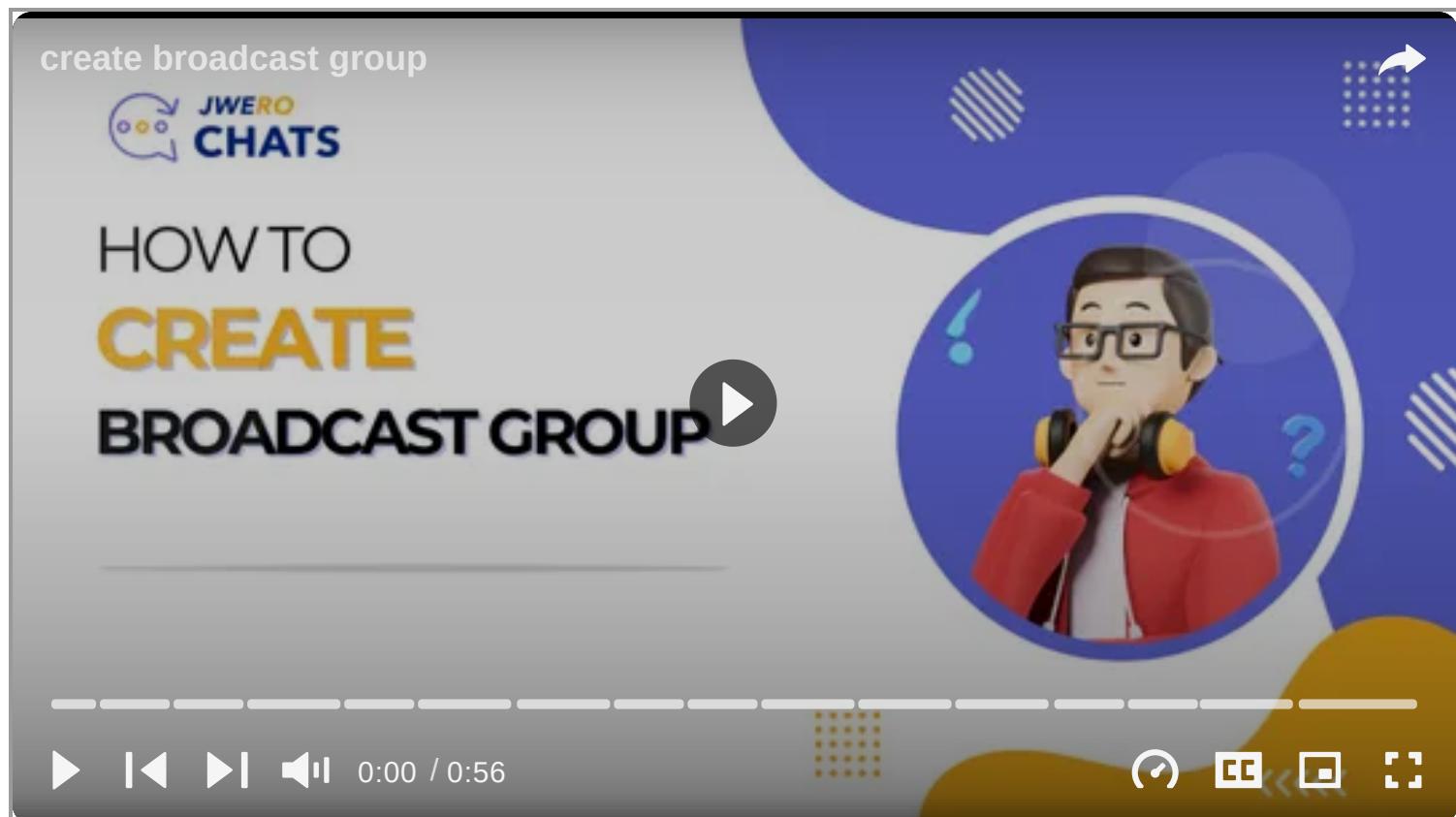


# How To Create Broadcast Group

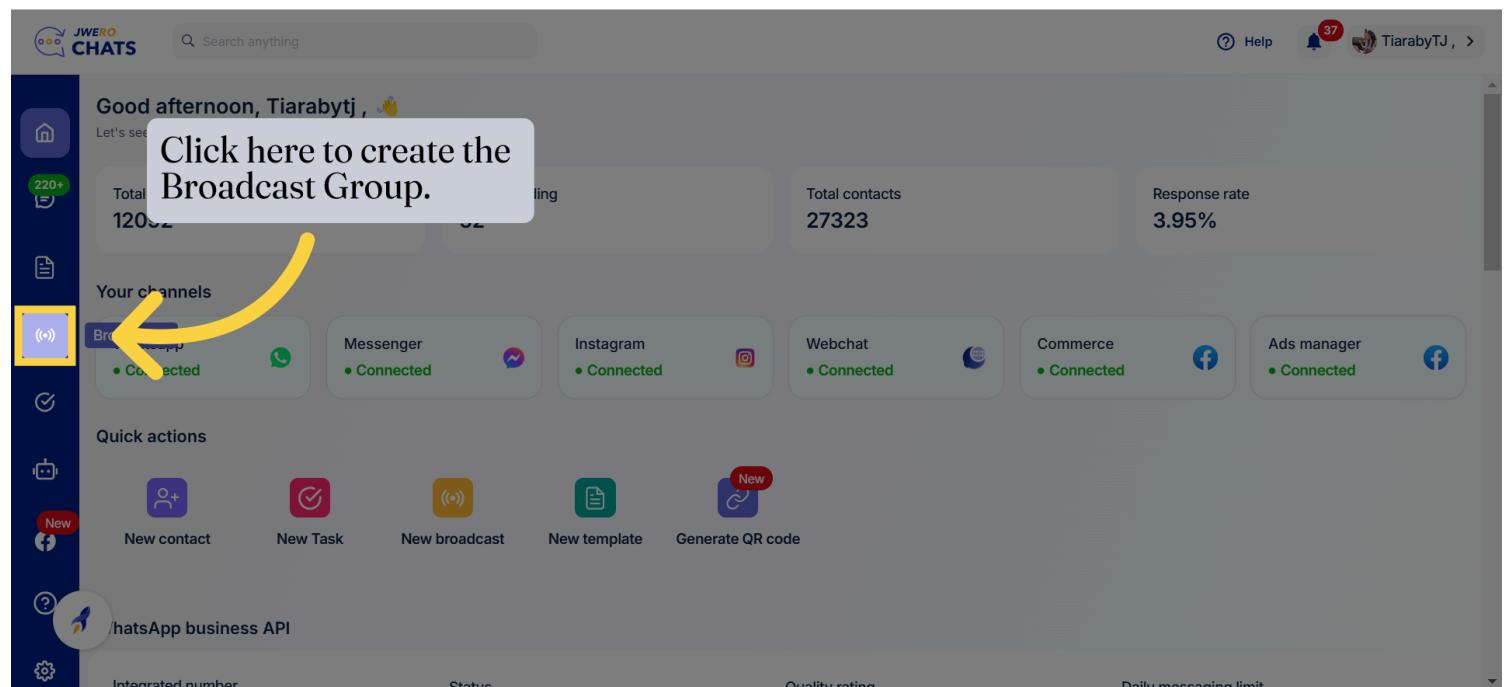


1. A broadcast group allows to send the same message to multiple recipients, but each person receives it as an individual chat.

A broadcast group allows to send the same message to multiple recipients, but each person receives it as an individual chat.



## 2. Click here to create the Broadcast Group.



The screenshot shows the JWERO CHATS dashboard. At the top, there's a search bar and a notification bell icon with 37 notifications. The main area displays a message to "Tiarabytj," a total of 120 messages, and 27323 total contacts with a 3.95% response rate. Below this, there's a section titled "Your channels" with icons for Broadcast (highlighted with a yellow arrow), Messenger, Instagram, Webchat, Commerce, and Ads manager, all marked as "Connected". Under "Quick actions", there are buttons for New contact, New Task, New broadcast, New template, and Generate QR code. A "Broadcast API" section is also visible at the bottom.

## 3. "Click on 'Lists' to view the broadcasts that have been created and to create new groups."

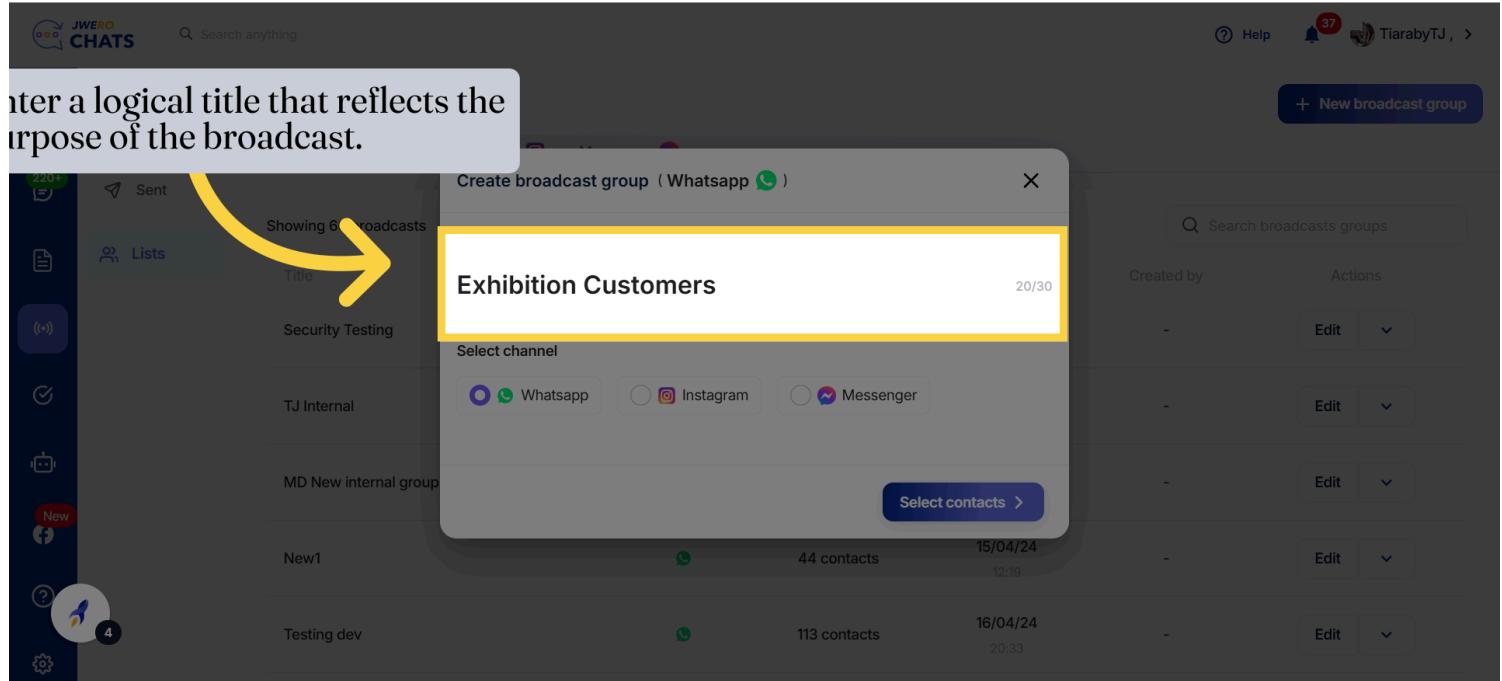
"Click on 'Lists' to view the broadcasts that have been created and to create new groups."

Title	Channel	Broadcast list	Status	Created on	Analytics	Actions
test instagram	Instagram	Team Jwero 13 contacts	Completed	21/12/24 12:51	Sent : 12 (92%) Read : 3 (23%) Failed : 11 (84%)	<button>View</button>
test	WhatsApp	J5 Test 0 contacts	Completed	20/12/24 11:47	-	<button>View</button>
test	Messenger	FB_Jwero 6 contacts	Completed	15/11/24 21:15	Deli... : 1 (16%) Read : 1 (16%) Failed : 6 (100%)	<button>View</button>

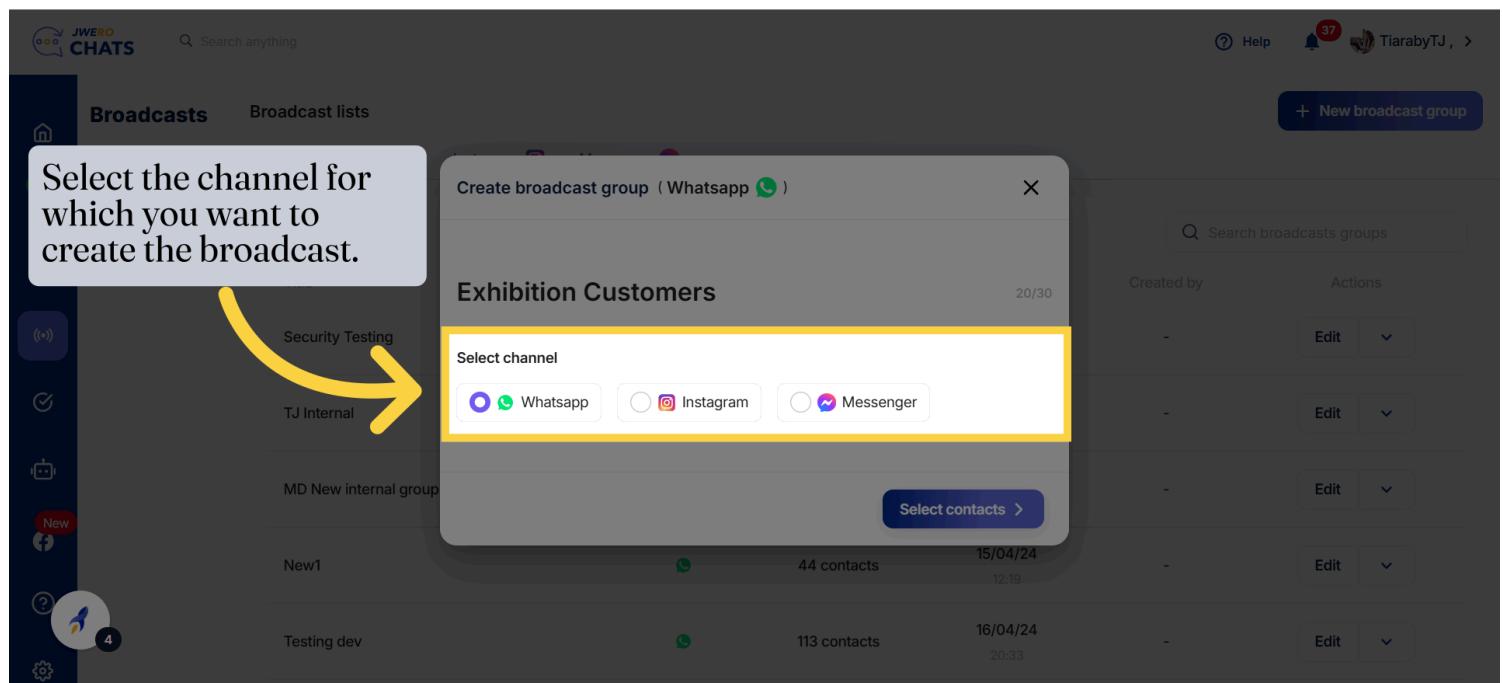
#### 4. Click on "New broadcast group" to create new group.

Title	Channel	Contacts	Date	Actions
Security Testing	WhatsApp	8 contacts	21/03/24 02:11	<button>Edit</button>
TJ Internal	WhatsApp	19 contacts	01/04/24 18:41	<button>Edit</button>
MD New internal group	WhatsApp	8 contacts	13/04/24 13:22	<button>Edit</button>
New1	WhatsApp	44 contacts	15/04/24 12:19	<button>Edit</button>
Testing dev	WhatsApp	113 contacts	16/04/24 20:33	<button>Edit</button>

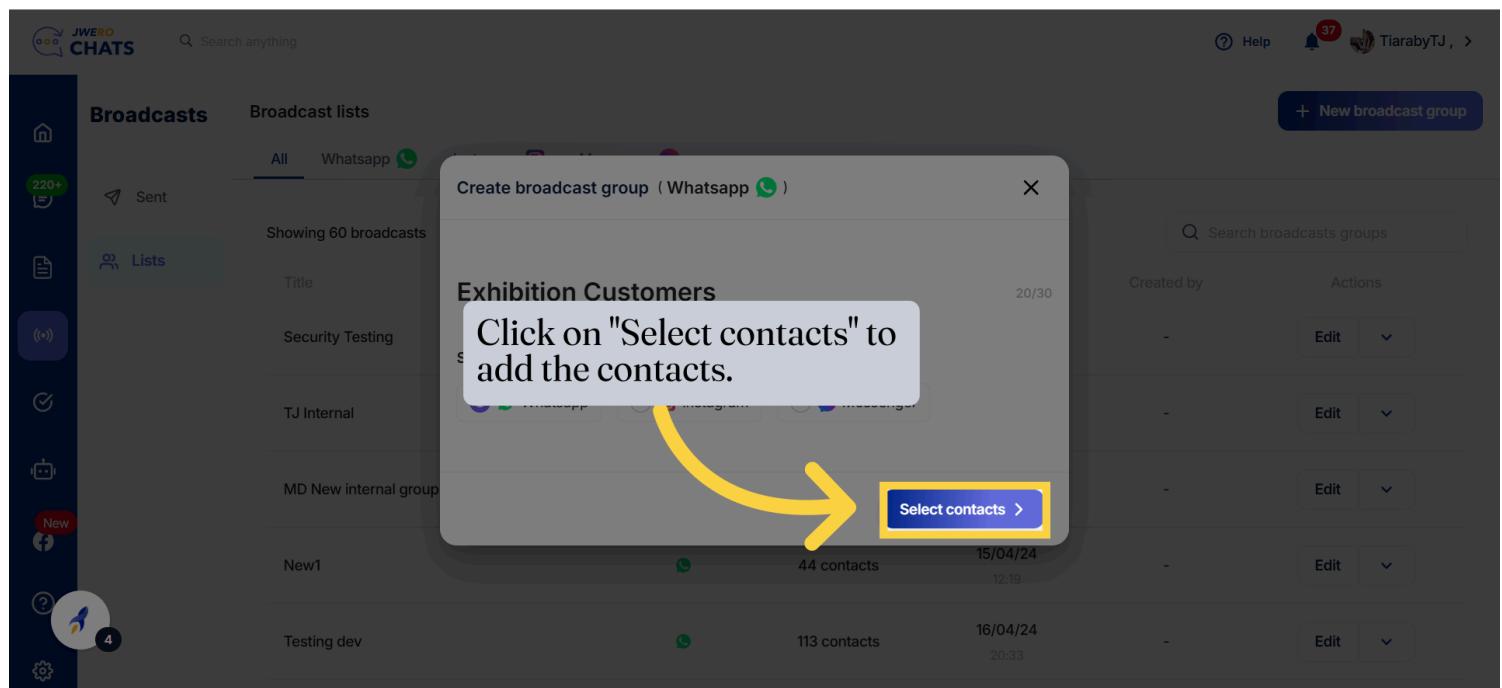
#### 5. Enter the Title name



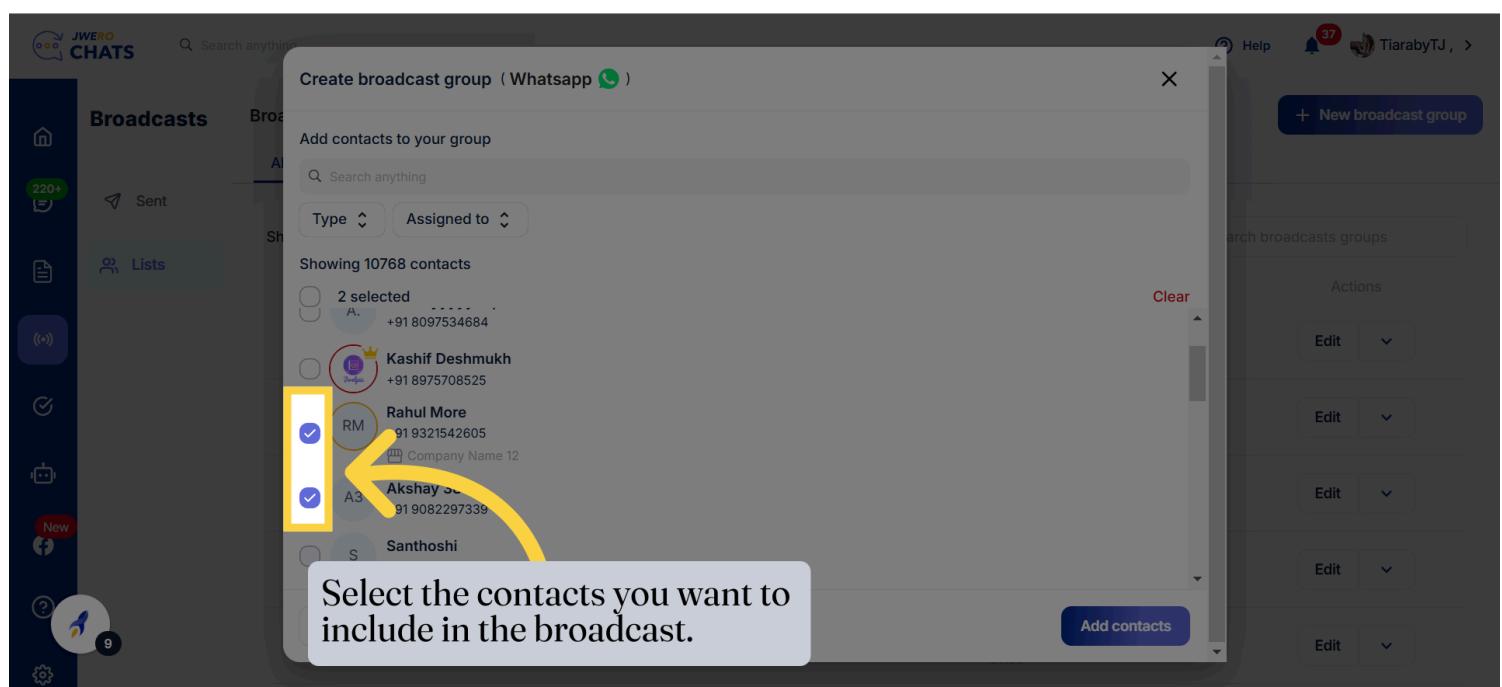
## 6. Select channel



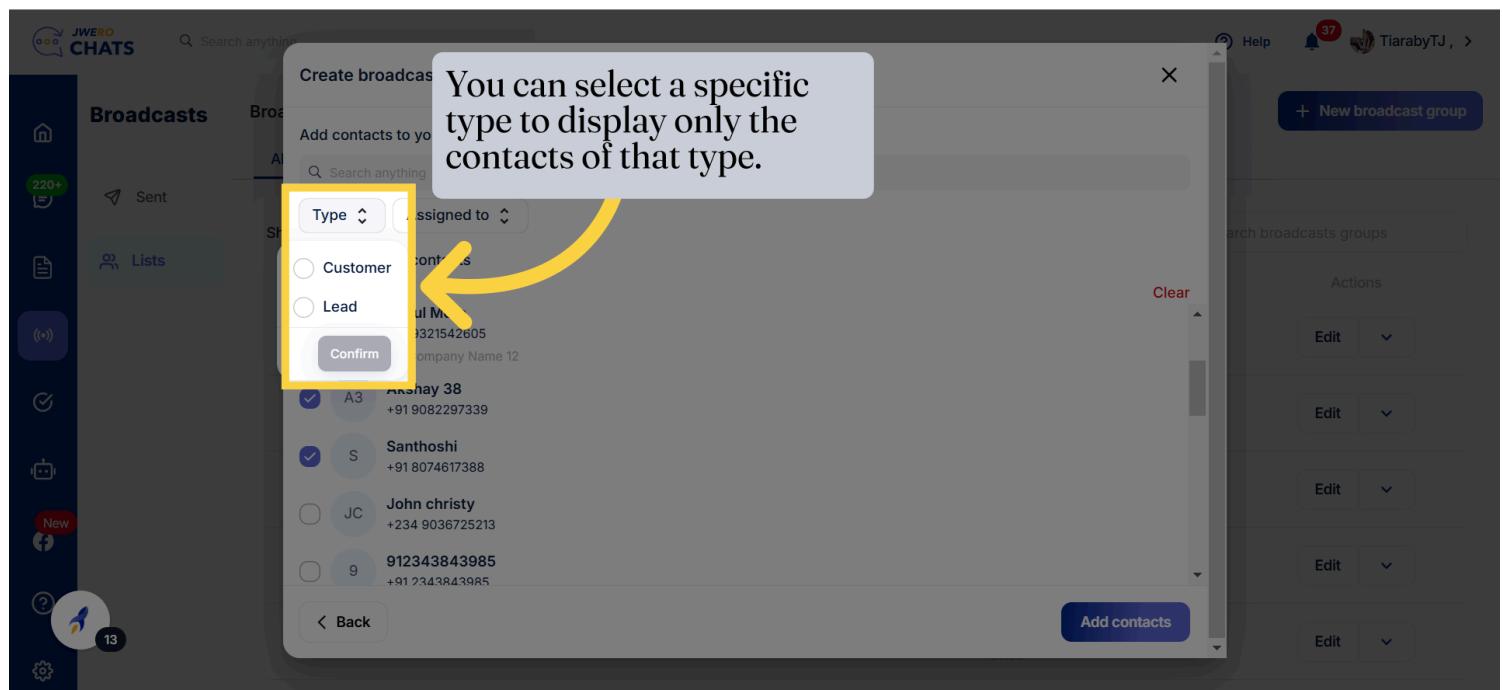
## 7. Click on "Select contacts"



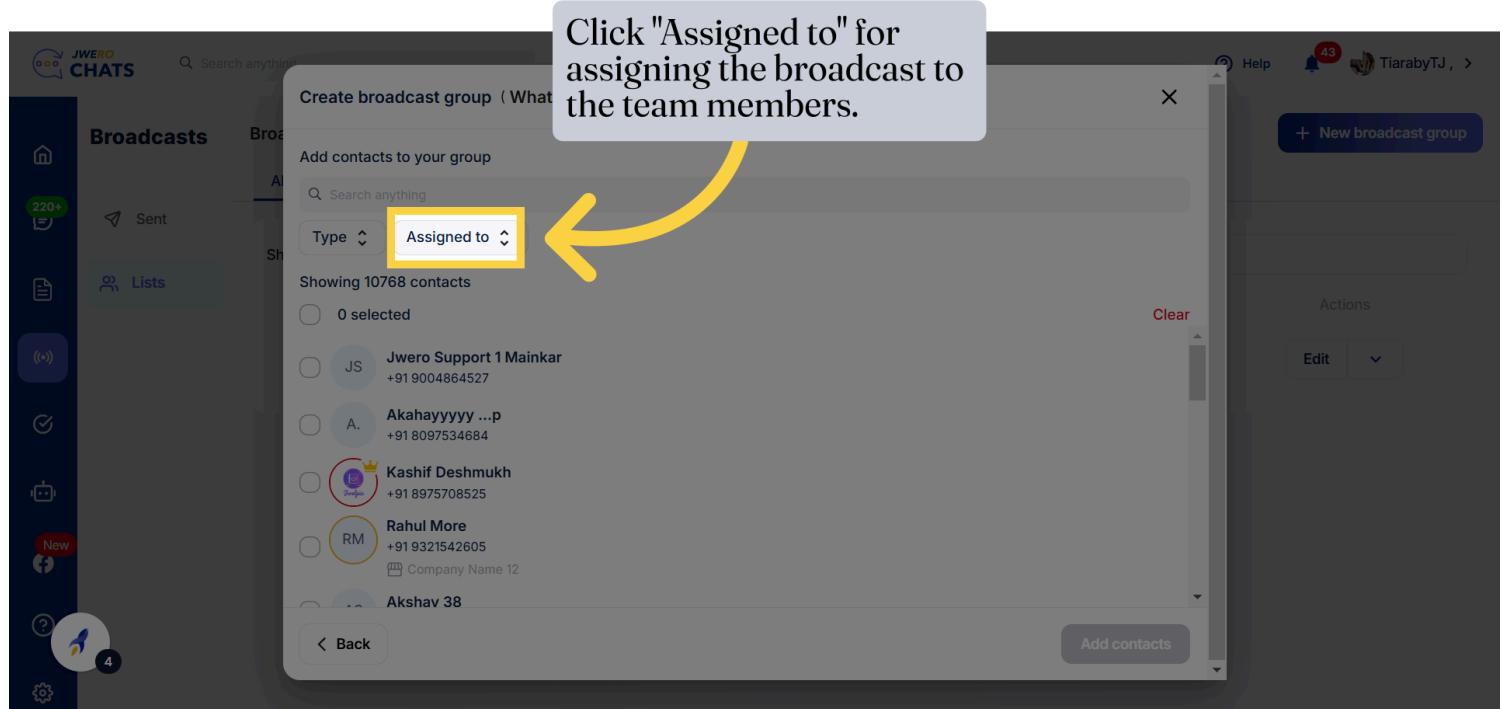
## 8. Select the contacts you want to include in the broadcast.



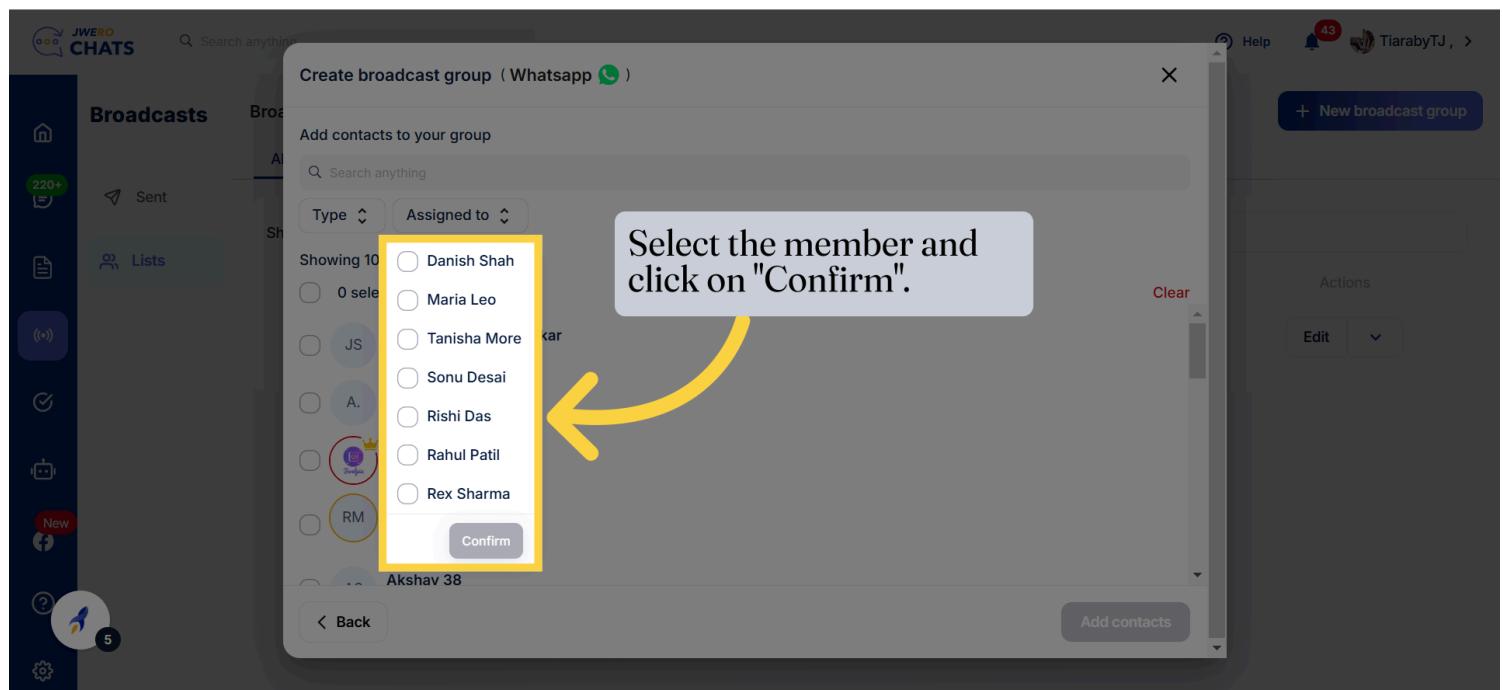
## 9. You can select a specific type to display only the contacts of that type.



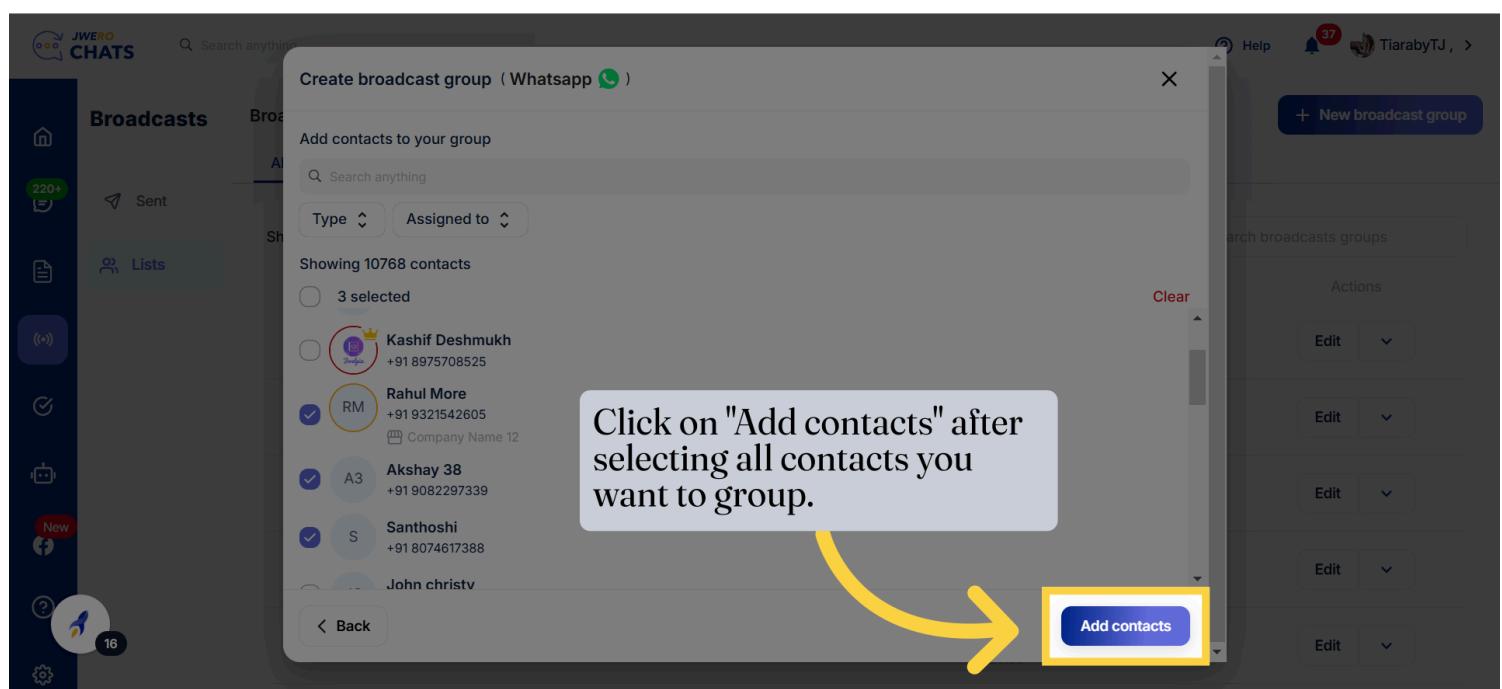
## 10. Click "Assigned to" for assigning the broadcast to the team members.



## 11. Select the member and click on "Confirm".



**12. Click on "Add contacts" after selecting all contacts you want to group.**



**13. If you want to make any changes, click on "Edit".**

If you want to make changes, click on "Edit".

Screenshot of the JWERO CHATS platform showing the Broadcast lists section. The interface includes a sidebar with various icons and a header with search and user information. The main area displays a table of broadcast lists with columns for Title, Channel, Contacts, Created on, and Created by. Each row has an 'Edit' button. A yellow arrow points to the 'Edit' button for the first list, 'Exhibition Customers'. A callout bubble above it says, 'If you want to make changes, click on "Edit".'

Title	Channel	Contacts	Created on	Created by
Exhibition Customers	Whatsapp	3 contacts	21/12/24 13:42	T,
Security Testing	Whatsapp	8 contacts	21/03/24 02:11	-
TJ Internal	Whatsapp	19 contacts	01/04/24 18:41	-
MD New internal group	Whatsapp	8 contacts	13/04/24 13:22	-
New1	Whatsapp	44 contacts	15/04/24 12:19	-

#### 14. Click on "Add contact in Broadcast List" to add more contacts.

Click on "Add contact in Broadcast List" to add more contacts.

Screenshot of the JWERO CHATS platform showing a modal for adding contacts to a broadcast list. The modal title is 'Customers' and it shows '3 contacts'. It includes a search bar and a button '+ Add contact in Broadcast List'. A yellow arrow points to this button. A callout bubble above it says, 'Click on "Add contact in Broadcast List" to add more contacts.'