CREATE A GROUP CHAT ON WHATSAPP

User Guide

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Create a group chat on WhatsApp

Introduction

Perfect for group chats with family, friends, or work teams, WhatsApp groups allow easy addition of members and makes it easy to assign admins, share media, and organize plans. They are an efficient way to communicate and get information across.

Install WhatsApp on your device

- Tap the **Play Store** app icon on your mobile.
- Search for **WhatsApp** in the search box.
- Tap the **Install** button that appears near the WhatsApp icon.

Launch WhatsApp on your phone

- Tap the **WhatsApp** icon on your home screen.
- Tap **Agree and Continue**.
- Choose your **country** from the toggle down menu.
- Enter your **phone number**.
- Tap **Next.**
- Verify your mobile number, on the page that appears next. If correct, tap **Confirm**.

Note: A message appears asking confirmation to move your WhatsApp account to the new phone.

- Verify your **phone name** and tap **Allow**.
- Tap **Allow** on your old phone to confirm the account and data transfer.
- Tap **Restore** on your new phone. All data and backup are now available on your new device.

Edit the profile

- Enter your **Name** in the name box.
- Choose a **profile picture**, by tapping on the **profile icon** and selecting a picture from your desired file location.
- Tap **Done** on the right top corner of the page.

Setup permissions

- On the message box that appears, allow **access to contacts**, by tapping **Allow**.

Note: Your contacts are now synced and chats are restored.

Initiate new chat

- Tap on the **Three dots icon** on the top right corner of the WhatsApp main chat screen.
- Tap on **New Group** in the options.

Choose members to add to the new group

- Select the members you want to add to the new group, by tapping on their **user names.**
- Tap on the **green arrow icon** at the bottom right, to proceed to the next step.

Enter Group name and choose Group picture

- Enter the **Name** for the group
- Tap on the **Profile icon**, and choose a picture to set as your **Group profile picture**.
- Tap on the **green check button** on the bottom right of the page to confirm.

Note: Your WhatsApp group is now created. You can send, receive, and share media, messages etc. For more help, click, [create a WhatsApp group](#).