

Group Resources Module

The **Group Resources** module allows you to provide private resources, articles, and discussions to specific groups of members within your organization. Each Resource Group has its own secure area where members can access information that is only available to users assigned to that group.

This makes the module ideal for executive boards, committees, negotiating teams, task forces, or any other group that needs its own private workspace.

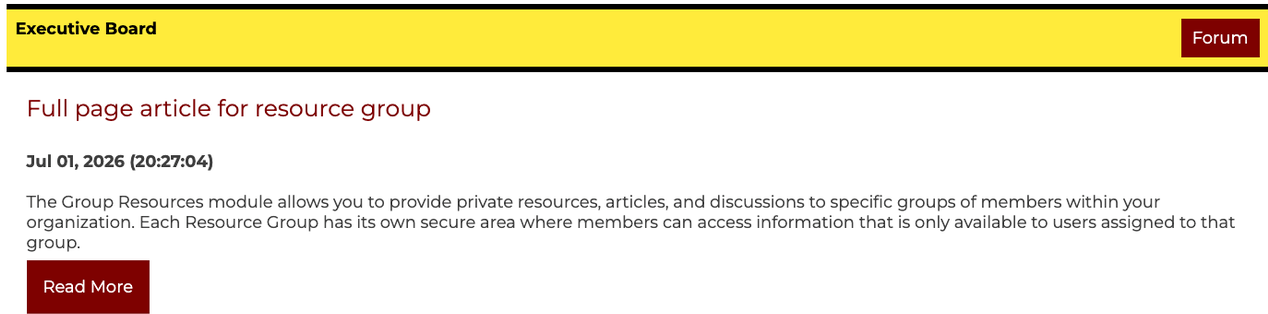
The Group Resources module is designed to provide secure workspaces for teams within your organization that need access to information not intended for the general membership. Many organizations create Resource Groups for executive boards, committees, negotiating teams, stewards, task forces, and other leadership groups. These private areas can be used to share meeting agendas and minutes, training materials, internal policies, confidential documents, and other resources relevant to a specific group. Because each Resource Group is separate, information remains organized and accessible only to the members who need it.

In order to use and enable the Group Resources module you will need to create at least one resource group and assign members to it. For more information on creating Resource Groups and assigning members to them, see the Resource Groups documentation:

https://resp8.unionactive.com/documentation/Resource_Groups.pdf

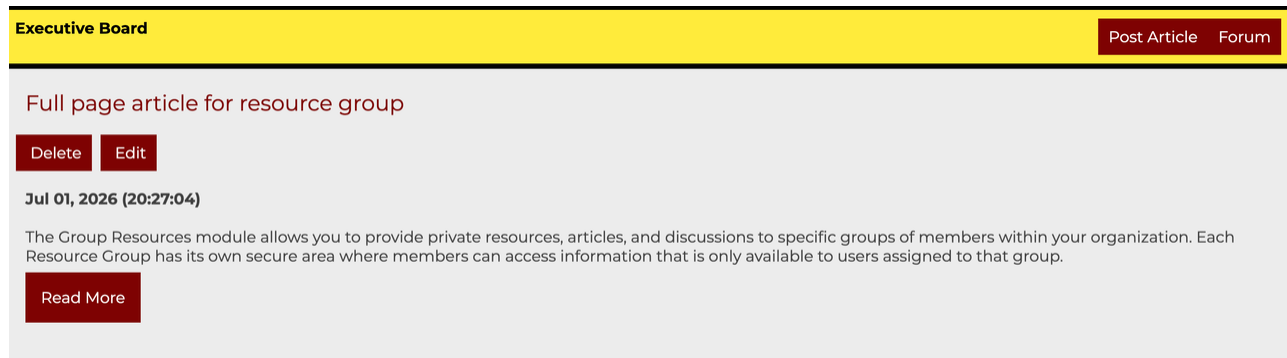
Once enabled, members who belong to a Resource Group will see the Group Resources section after logging into your website on the member home. Articles that you add to this section will automatically show up for the relevant users:

Thank you for using the website!



The screenshot shows a forum post within a yellow header bar labeled "Executive Board". On the right side of the header, there is a "Forum" button. The main content of the post includes the title "Full page article for resource group", a timestamp "Jul 01, 2026 (20:27:04)", and a paragraph of text: "The Group Resources module allows you to provide private resources, articles, and discussions to specific groups of members within your organization. Each Resource Group has its own secure area where members can access information that is only available to users assigned to that group." Below the text is a "Read More" button.

Users who have access to posting will also have a post article button in that section in order to allow them to add articles:



This screenshot is similar to the previous one but includes additional editing options. The yellow header bar "Executive Board" now contains two buttons: "Post Article" and "Forum". Below the title "Full page article for resource group", there are two buttons: "Delete" and "Edit". The rest of the content, including the timestamp and the paragraph of text, is identical to the previous screenshot.

For those groups that you have enabled a forum for that forum will show along side the Post Article button for those users who have access to it.

When a member logs in, they'll see a Group Resources area listing every Resource Group they belong to.

For example here is a user with edit access and membership in three groups, one of which has a forum:

- Executive Board
- Task Force
- Test UR App

Executive Board Post Article Forum

Full page article for resource group

Delete Edit

Jul 01, 2026 (20:27:04)

The Group Resources module allows you to provide private resources, articles, and discussions to specific groups of members within your organization. Each Resource Group has its own secure area where members can access information that is only available to users assigned to that group.

Read More

Task Force Post Article

No Current Articles

Test UR App Post Article

Each Resource Group functions as its own private workspace. Selecting a group opens its private resource page, where members can access articles, documents, and other information shared with that group. Users will only see Resource Groups they have been assigned to.

Posting Articles

Each Resource Group includes its own private article area.

To add content:

1. Go to the Group Resources module and click Post Article.
2. Create your article as you would any other UnionActive article.
3. Save your changes.

Articles posted within a Resource Group are only visible to members of that Resource Group.

Best Practices

To get the most from the Group Resources module, organize your Resource Groups around the way your organization operates by creating separate spaces for each

committee, board, or leadership team. Review group membership regularly so that only current members retain access to sensitive information.

Keep resources organized by posting articles, meeting materials, and announcements within the appropriate Resource Group rather than distributing them to your entire membership. If your organization uses the private discussion forum, encourage members to use it for ongoing collaboration so conversations and resources remain centralized in one location. Regularly updating each group's content will help ensure members can quickly find the information they need.