Member administration

As a Chair in a group, you are also co-responsible to maintain the memberlist in the chat.

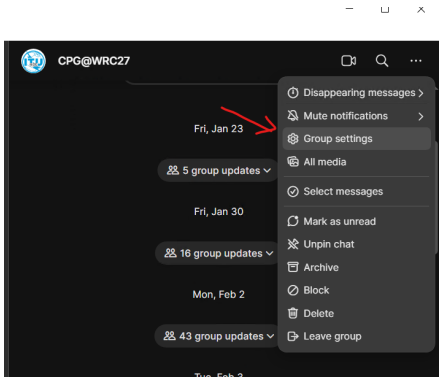
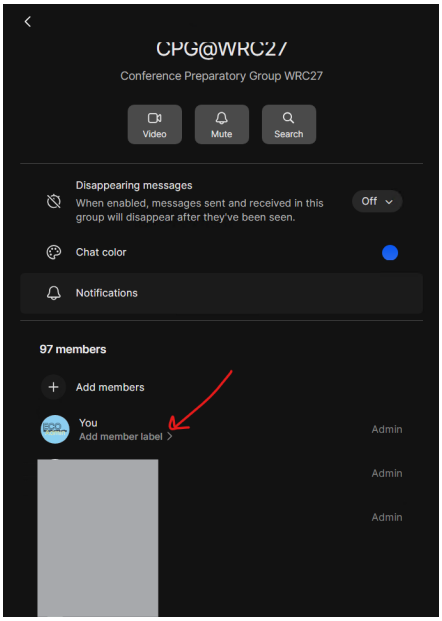
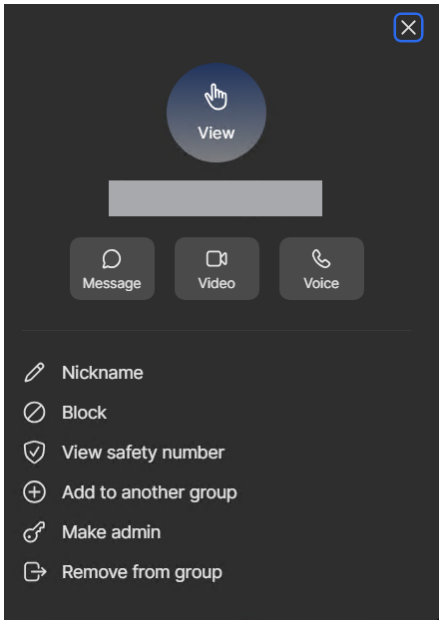
This includes:

- Inviting users
- Removing users
- Approve/Reject user access

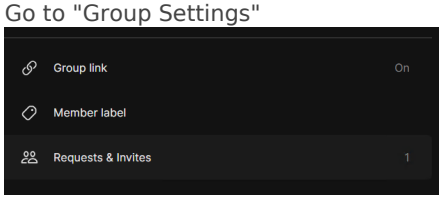
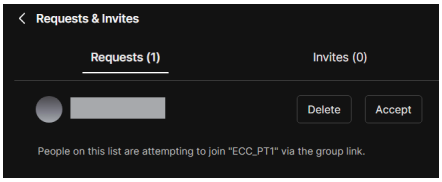
You are therefor appointed "admin" rights in the chat groups you are responsible for.

In the Signal App, you find the admin section by clicking the three dots upper right when in the group, go to group settings. (same on both desktop and mobile)

Managing /inviting members:

Find members in Group Setting	Click on any member to get options Click the "+ Add member" to invite a member	Options for the user
		 **Do NOT promote to admin without consulting ECO expert.**

Approving / Denying Requests

Find "Requests and Invites" :	Accept or delete request/invite	
Go to "Group Settings" 		

Revision #2
Created 2026-04-24 10:11:07 UTC by ECO TECH
Updated 2026-04-24 10:31:53 UTC by ECO TECH