Adding an Employee(s) to a Display Group

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- 1. Locate the Display Group you wish to add the employee(s) to
- 2. Click + Add Employee
- 3. Search or scroll to find the employee(s) you wish to add
 - If adding multiple employees, click the check box
- 4. Click + Add Employees when done
- 5. Your employee(s) has been added to the Display Group