

Configuring Device Groups and Device Assignment

Platform: APEX Management Console / Target Audience: Technical Administrators

1. Purpose & Scope

This document defines the workflow for provisioning a new Device Group and manually assigning target endpoints within device settings.

2. Administrative Considerations

IMPORTANT WARNING:

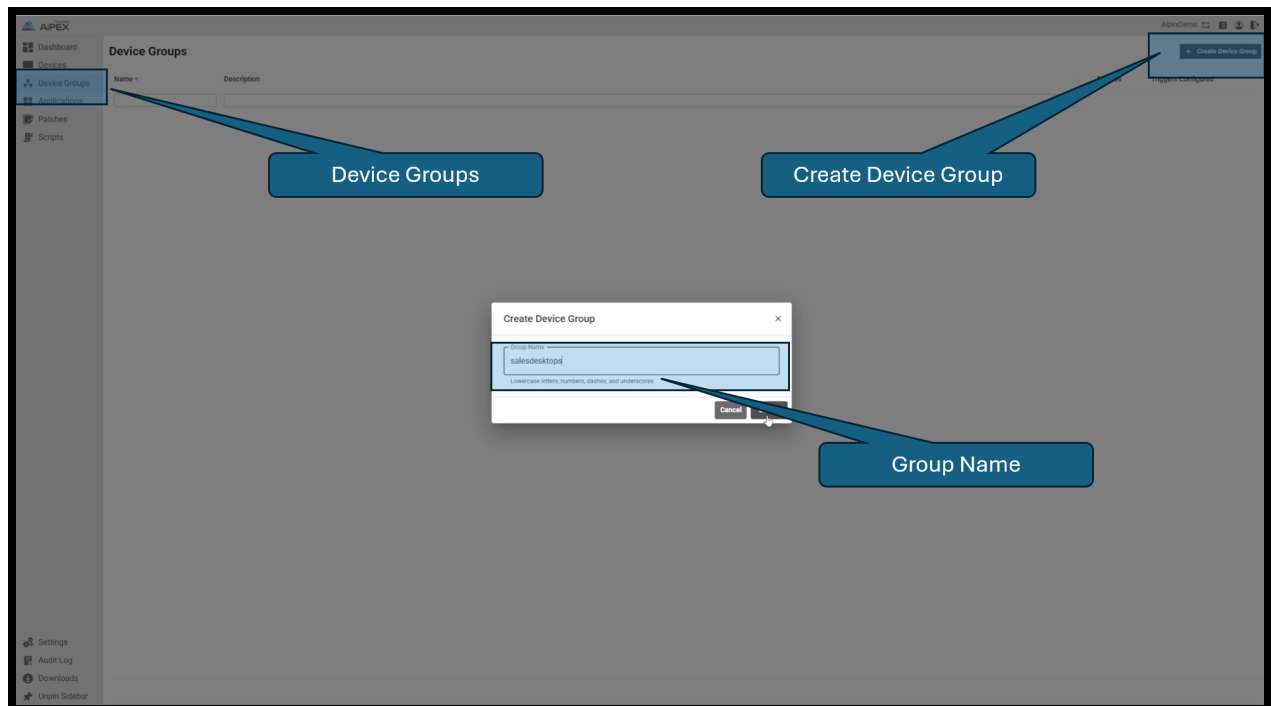
- Enrollment keys bound to auto-join device groups immediately apply associated group configurations and policies to newly onboarded endpoints without manual staging
- Group names must strictly match naming conventions across enrollment configurations and manual tagging to prevent orphaned telemetry or mismatched policy deployments.

3. Step-by-Step Device Group Creation and Assigning Devices to Device Group

In this example, we will use salesdesktop as the name of the device group. You should use your own descriptive name.

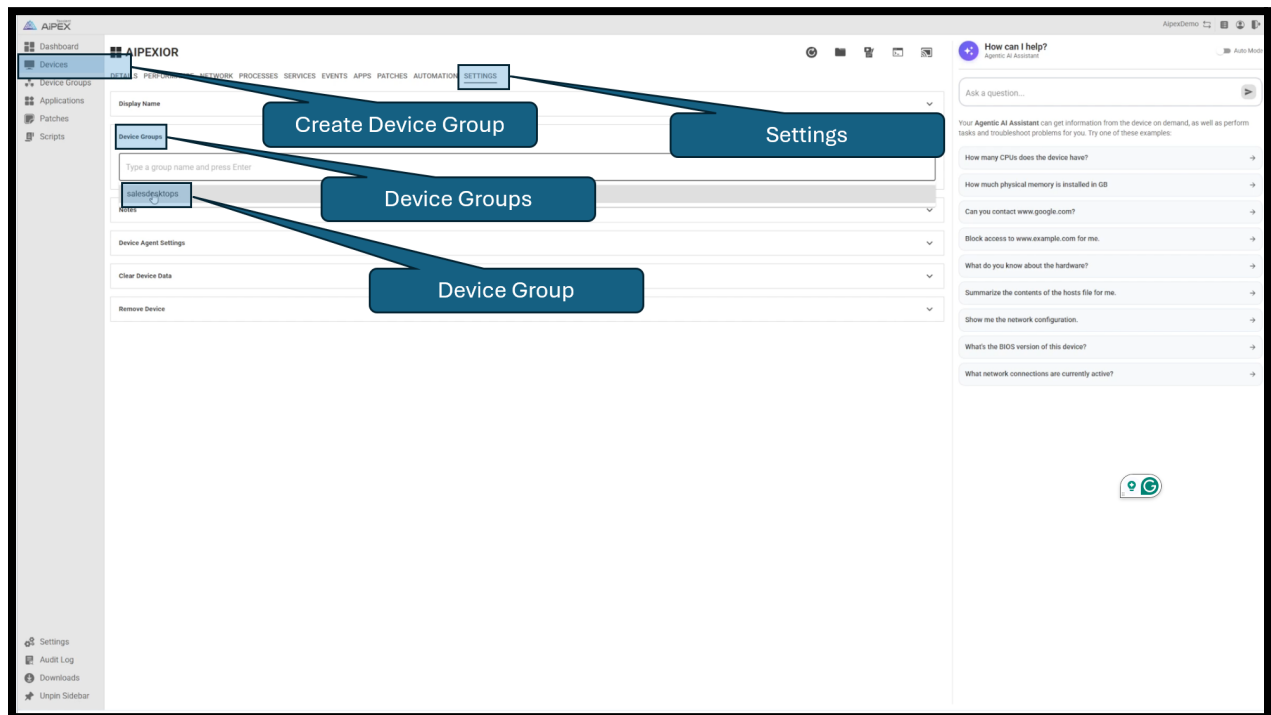
1. Create a New Device Group

Navigate to the left navigation sidebar and select **Device Groups**. Click the **+ Create Device Group** button in the upper-right corner. In the **Create Device Group** modal, enter salesdesktop into the **Group Name *** field, then click **Create**.



2. Assign Device Group to an Endpoint

From the left navigation menu, select **Devices**, then click the target host (e.g., AIPEXXOR) to open the device details. Select the **SETTINGS** tab in the horizontal sub-menu. Expand the **Device Groups** accordion section, type salesdesktops in the input field, press **Enter** to attach the group tag.



4. Summary of Navigation Path

The following reference matrix provides an authoritative, at-a-glance operational index of interface pathways, UI targets, and administrator execution steps:

Step / Phase	Interface Location	Action Required
1. Create Group	Left Sidebar > Device Groups	Click + Create Device Group, input salesdesktops, and click Create.
2. Select Device	Left Sidebar > Devices	Select target device (AIPEXXOR) from the device inventory list.
3. Set Device Group	Device View > SETTINGS > Device Groups	Type salesdesktops into the group field and press Enter.
4. Access Enrollment	Left Sidebar > Settings > Device Enrollment	Expand the accordion and click Create Enrollment Key.

Step / Phase	Interface Location	Action Required
5. Create Key & Bind	Create Enrollment Key Modal > Auto-Join Device Groups	Input key name salesdesktop, create key, and assign salesdesktops in the dropdown.
6. Verification	Left Sidebar > Devices	Confirm salesdesktops tag appears under the Device Groups column for assigned assets.
