

# Template:Rms manual management groups add new

The **Add new tag** function is used to add new device tags to your RMS profile.

To create a new tag go to the RMS web page, Left sidebar panel, (**Management → Devices**) and click on **Devices** submenu.

Move your mouse pointer to the Top control **Tags** menu and select **Add new Tag** (Tags → Add new Tag).



1. Select a company, enter a tag name, add the description (optional) and finally click "Add".
2. At the top of your screen you will get a notification: **Tag created successfully**.
3. The newly created tag will be visible in the **Tags** table.

