



Test reader group access

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Once you've set up reader groups, it's helpful to test what different reader groups will see.

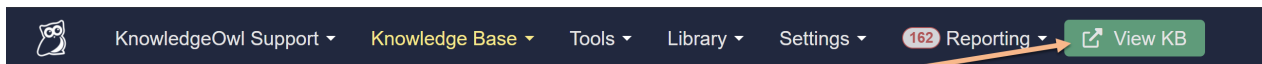
You have two options to test:

1. As an author, using the **Change Reader Groups** option in your admin footer
2. Logging in as a specific reader

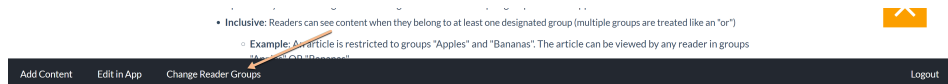
Change Reader Groups in admin footer

As an author, you can simulate membership in different groups to test them:

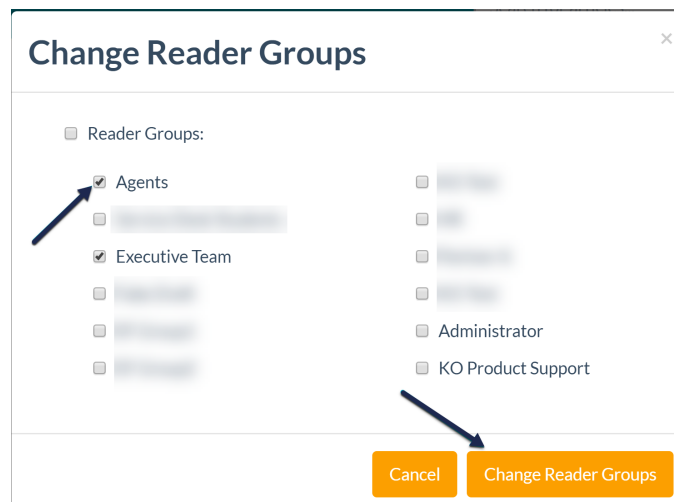
1. From app.knowledgeowl.com, click the **View KB** button in the top navigation or the **View Article** or **View Category** links in the editor.



2. This will open the knowledge base with the admin footer displayed. Click on the **Change Reader Groups** option in the footer:



3. This will open a pop-up where you can use checkboxes to select the reader group(s) you'd like to simulate:



4. Make your selections and click the **Change Reader Groups** button.

You're now viewing the knowledge base as a member of the reader group(s) you selected. You can reopen the Change Reader Groups dialog at any time to continue to switch between groups.

Testing as an individual reader

Of course, you can also create or use an existing reader's account (or assign yourself to a specific reader group) to test reader group permissions. Generally the Change Reader Groups option is ideal for testing general reader group permissions, and logging in as an individual reader might be more useful for testing to be sure you've assigned the correct reader groups to that individual reader.

In most cases, you should be able to log out and then login as a specific reader to test. However, there are some cases where you might not have a logout link. If that's the case:

1. Go to your knowledge base home page. The URL should end in `"/help"`, `"/home"`, or `"/docs"`.
 2. Append `"/readerlogout"` to the end of the URL. The URL should now end in `"/help/readerlogout"`, `"/home/readerlogout"`, or `"/docs/readerlogout"`
 3. Hit enter (or return) to go to this new URL.
 4. Log in to your help site with the reader you wish to test.
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