FAQs User

Users with **tiki_p_view_faqs** permission can view the FAQs.

1. To view the available FAQs, select **FAQs > List FAQs** from the main menu. The FAQs page (tiki-list_faqs.php) appears. The Available FAQs section shows a list of the FAQs to choose from.

   ![Available FAQs area of the FAQs page.](image)

   **Field** | **Description**
   --- | ---
   **Title** | Name of the FAQ section. Click the title to display the individual FAQs in each section.
   **Description** | Description of each FAQ section.
   **Visits** | Number of views (hits) to each FAQ section.
   **Questions** | Number individual FAQs (and suggested questions) in each section

2. Click an FAQ section to display its individual FAQs on the tiki-view_faq.php page:

   ![List of FAQ Questions.](image)

   ![FAQ Answers](image)

   List of FAQ Questions.
Creating new FAQ sections

FAQs are grouped into sections. Each specific FAQ must belong to at least one section. Users with **tiki_p_admin_faqs permissions** can create new FAQ sections:

1. From the main menu, select **FAQs > Admin FAQs**. The FAQs page (tiki-list_faqs.php) appears.
2. Complete the fields in the **Create New FAQ** form to create a new FAQ section:

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title</td>
<td>Name of the FAQ section.</td>
</tr>
<tr>
<td>Description</td>
<td>Description of the FAQ section.</td>
</tr>
<tr>
<td>Categorize</td>
<td>Click <strong>Show categories</strong> to select a <strong>category</strong> for this FAQ section.</td>
</tr>
<tr>
<td>Users can suggest questions</td>
<td>Specify if users with <strong>tiki_p_view_faqs permission</strong> can suggestion new FAQs for this section. This is useful to allow users to provide feedback to your site's FAQs.</td>
</tr>
</tbody>
</table>

3. Click **Save**. Tiki adds the FAQ section to the list of FAQs.

Related pages

- FAQ
- FAQ Admin

There are a couple of modules related to FAQ's:

- Module top_visited_faqs
- Module last_created_faqs