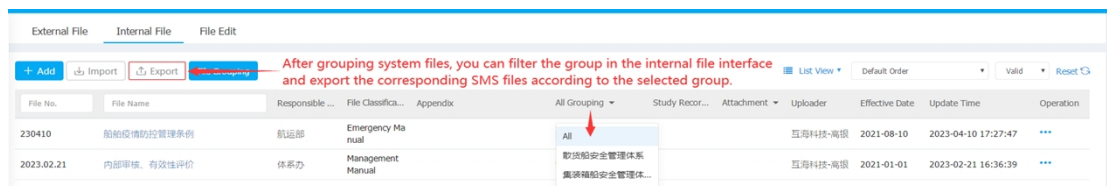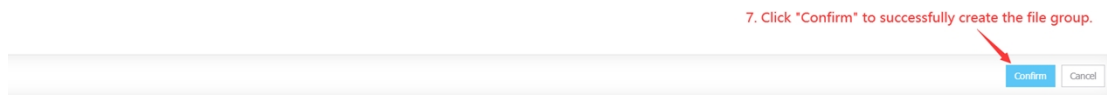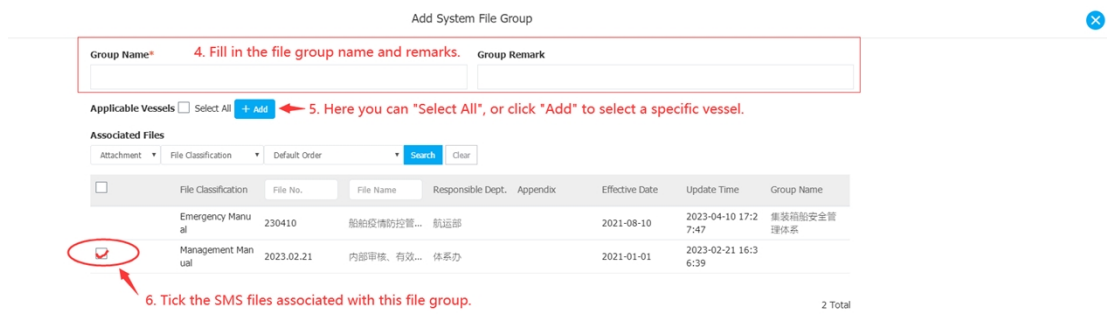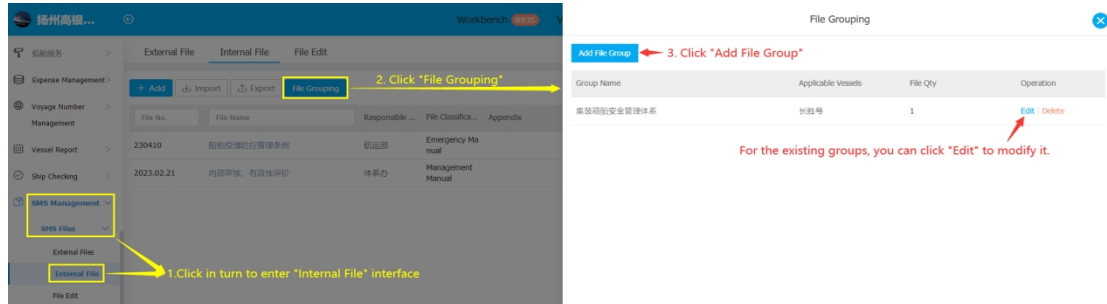# How to group SMS Files

Users can group internal files in OLSaas.

Users can log in to the website of OLSaaS, and operate in "SMS Management → SMS Files → Internal File" interface according to the following steps 1-7:

After grouping system files, you can filter the group in the internal file interface and export the corresponding SMS files according to the selected group.

If users switch to the tree view interface, they can also group SMS files, as shown below: