Remove Multiple Members from Google Chat Spaces via GAT Flow

Groups Auditing & Management · https://gatlabs.com/knowledge/tech-tips/remove-multiple-members-from-google-chat-spaces-via-gat-flow/

Add users to Google Chat spaces’ and **Remove users from Google Chat spaces**, new GAT Flow ‘s actions:, enable Google Workspace domain administrators to manage Spaces and reorganize their members according to the business needs.

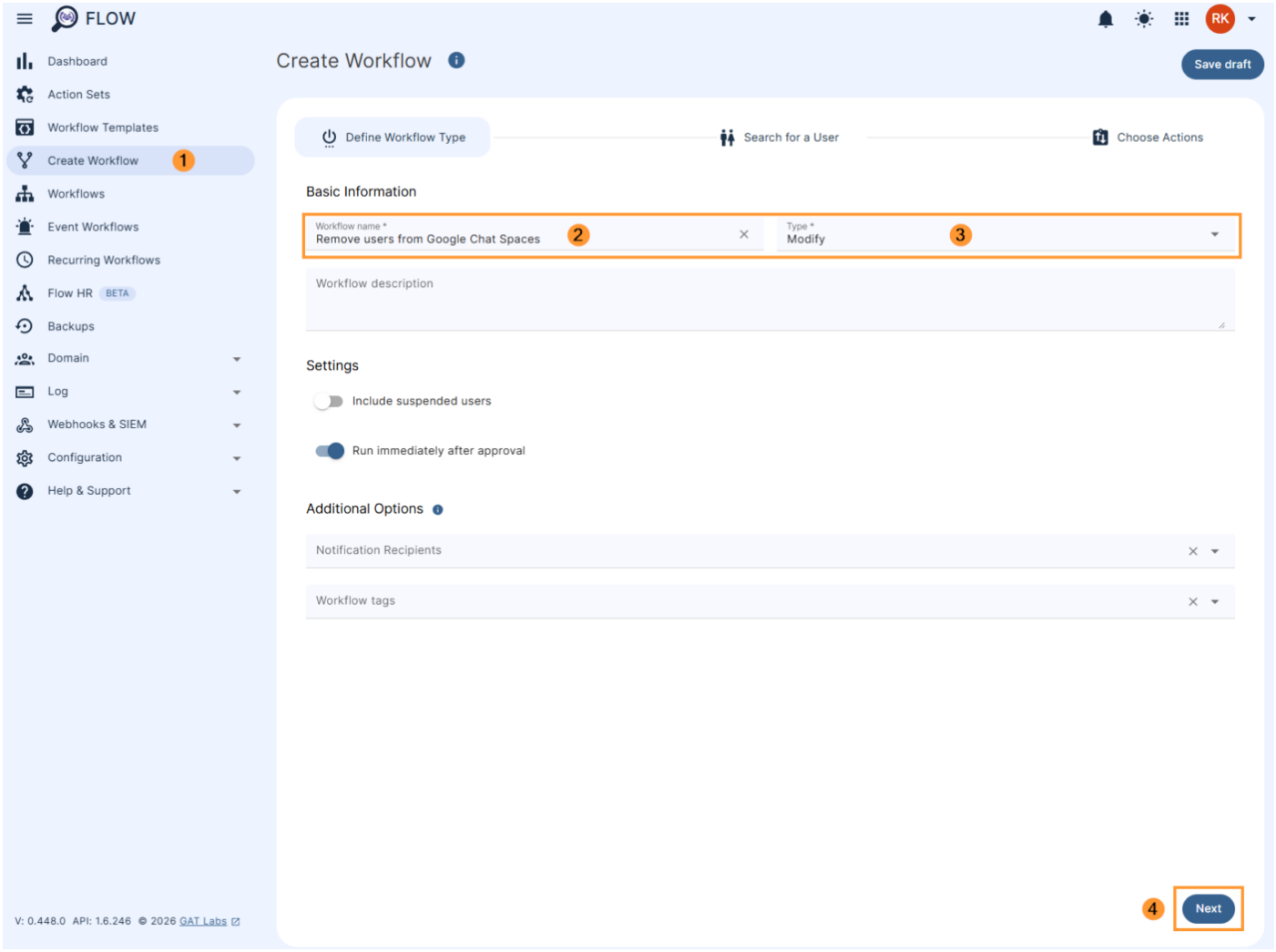
The administrator can disconnect people or teams from existing Google Chat Spaces by removing the appropriate people in bulk using the GAT Flow '**Remove users from Google Chat Spaces**' action.

Create Workflow

To remove multiple members from Google Chat Spaces, create a workflow by navigating to the **GAT Flow > Create workflow** (1) section.

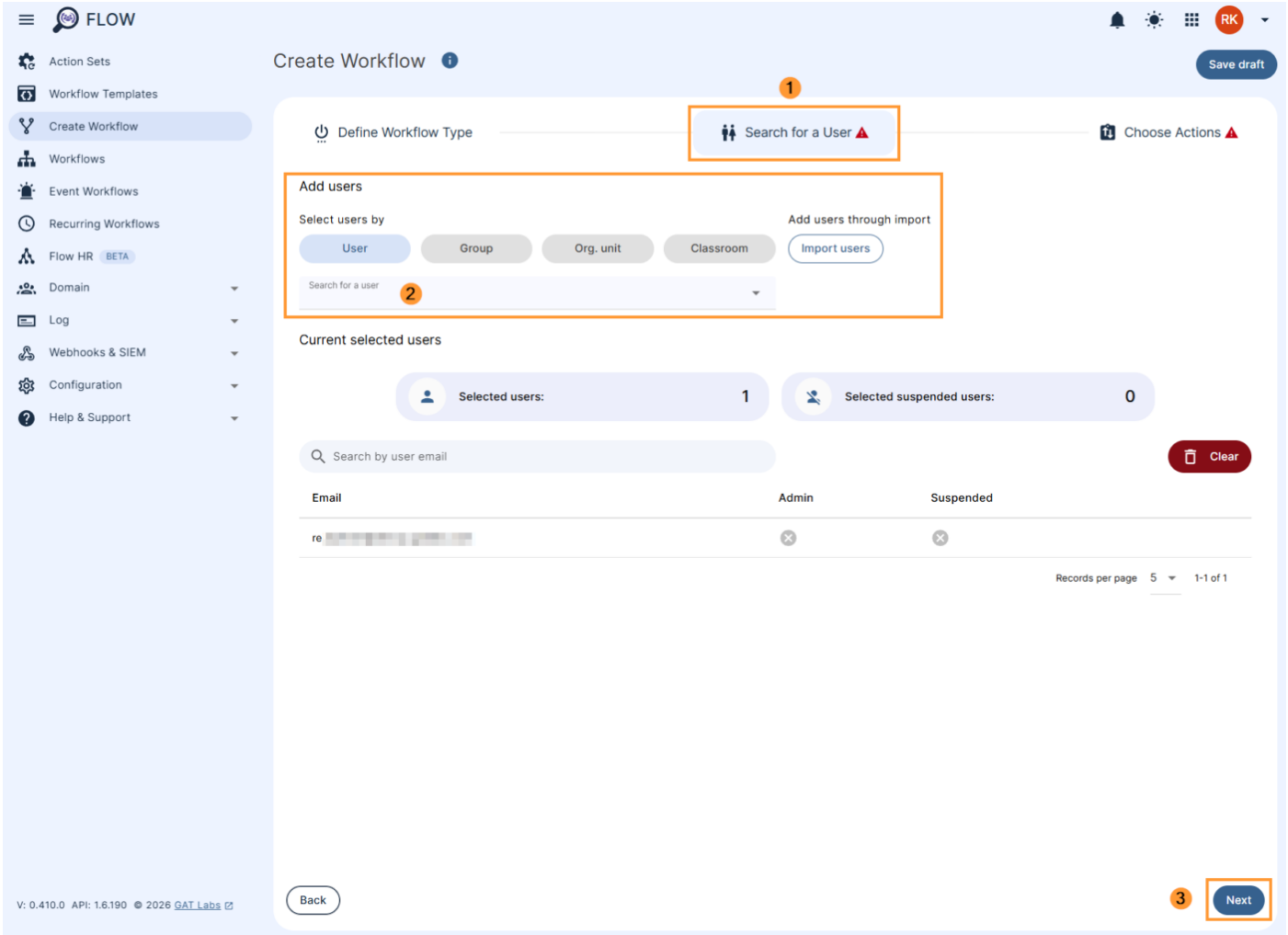
Next, fill in the details as follows under the **Define Workflow Type** tab:

- Name – enter a name for the workflow (e.g. ‘*Remove users from Google Chat Spaces’*) (2)
- Type – select the type of workflow you want to use (**Modify** or **Offboarding**) (3)
- Next – click to proceed (4)

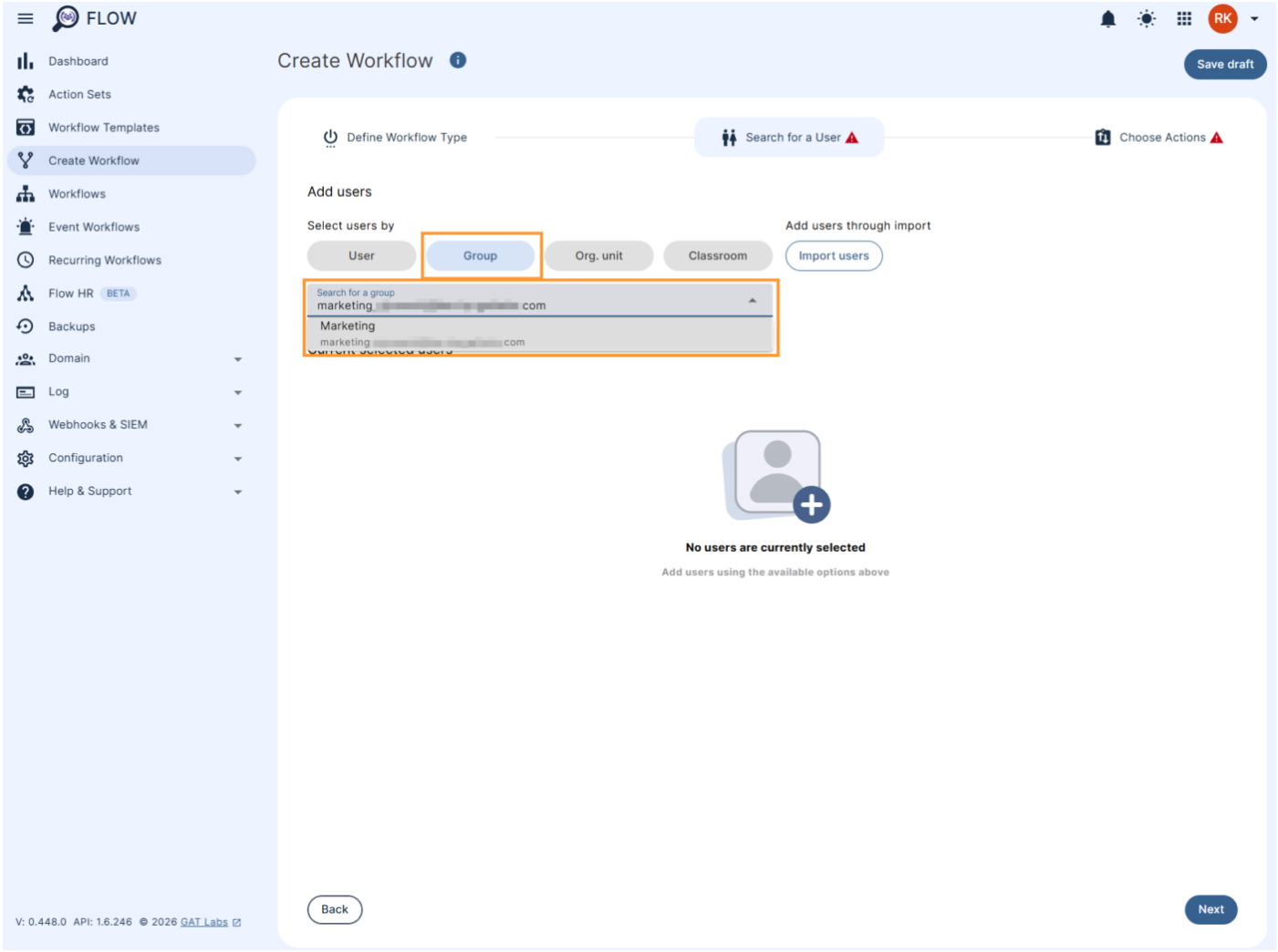


Select Users

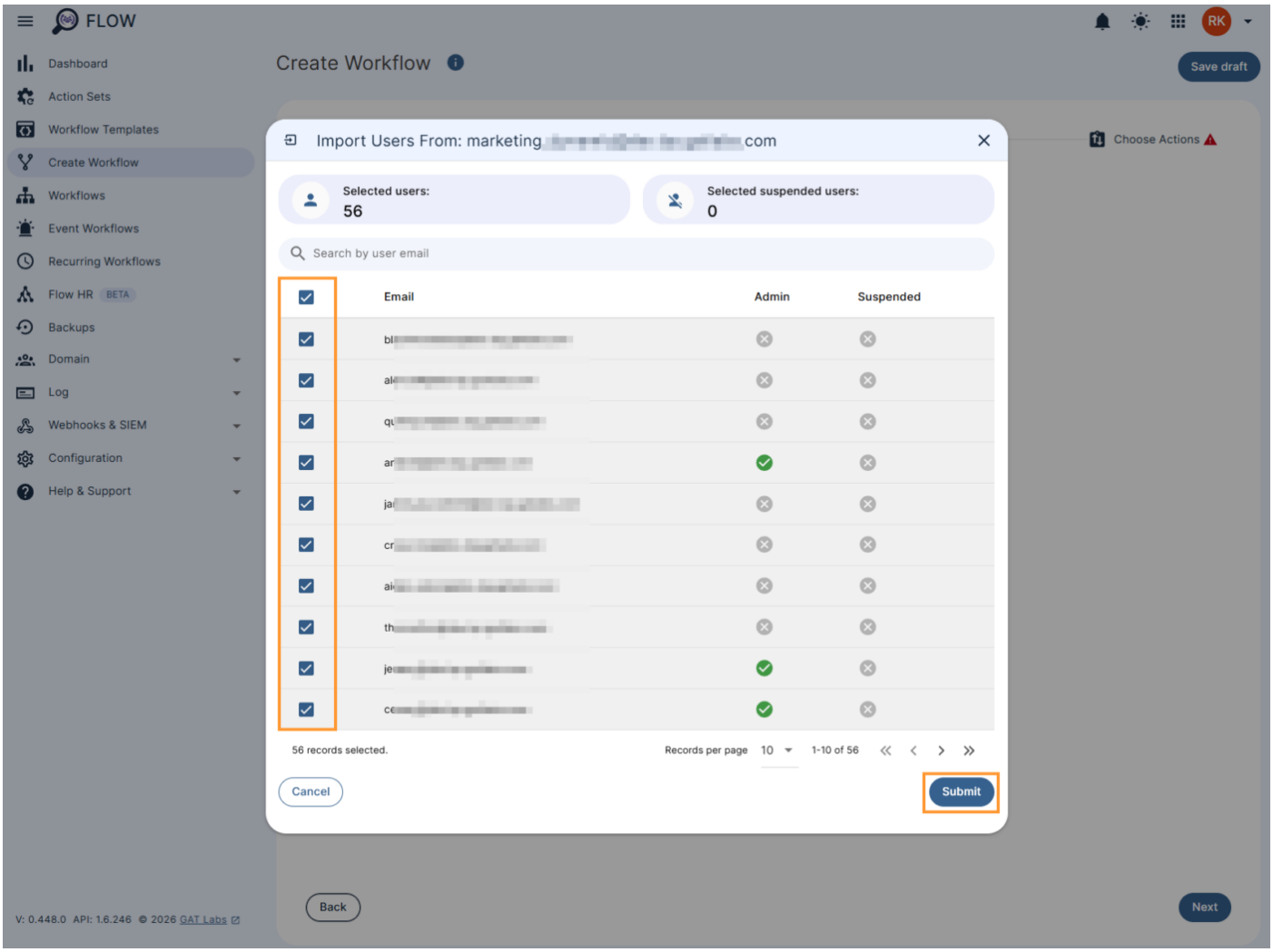
In the next step, search for a user (1). Select one user or multiple accounts you wish to remove from the existing Google Chat rooms (2). Search and add the users via **Search** for a user, group, org. unit, or classroom or import the users.



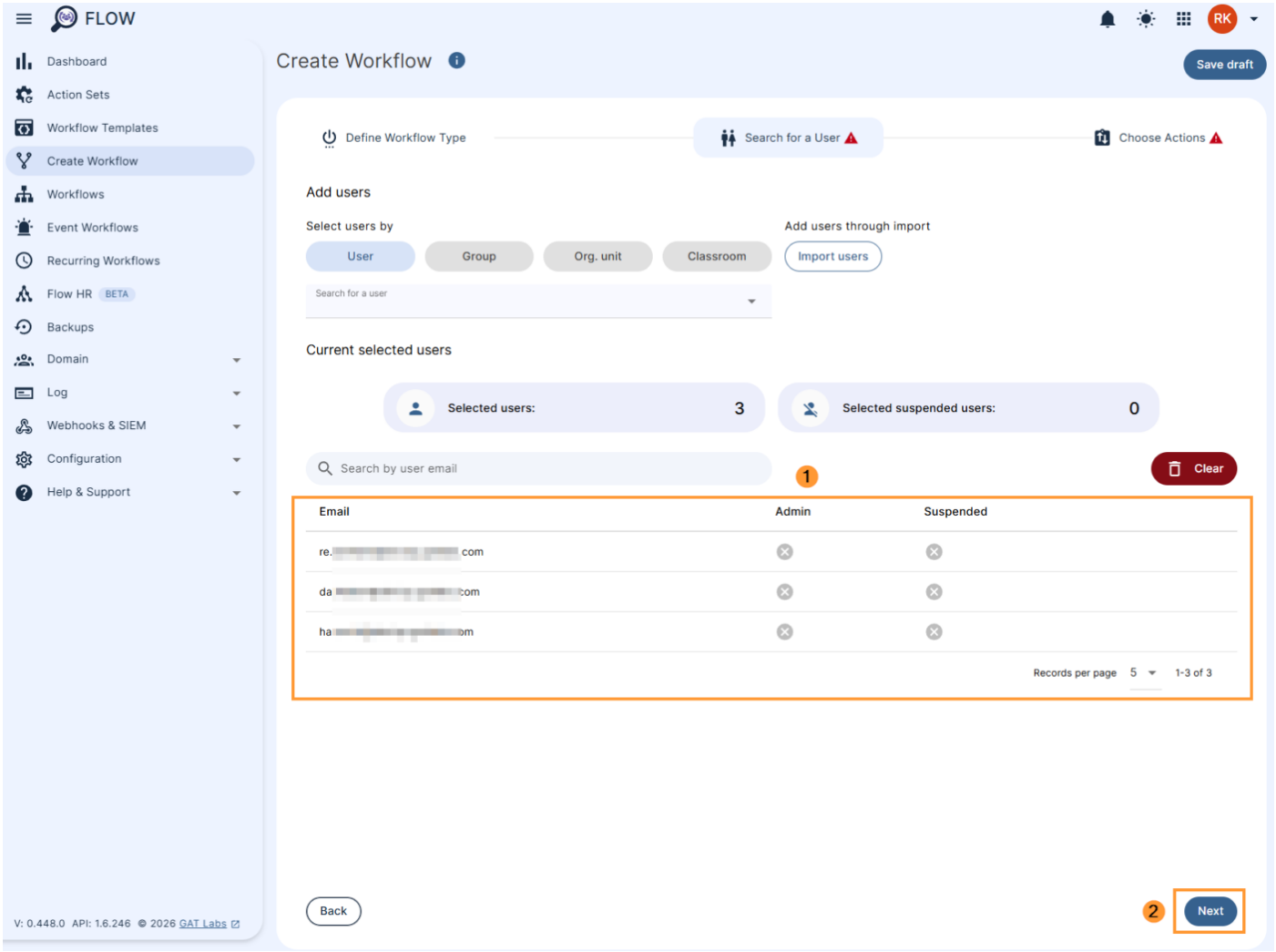
For example, selecting a group of users will automatically load all the members of this group.



Group members will appear and can be added in bulk, or some can be excluded before adding them.

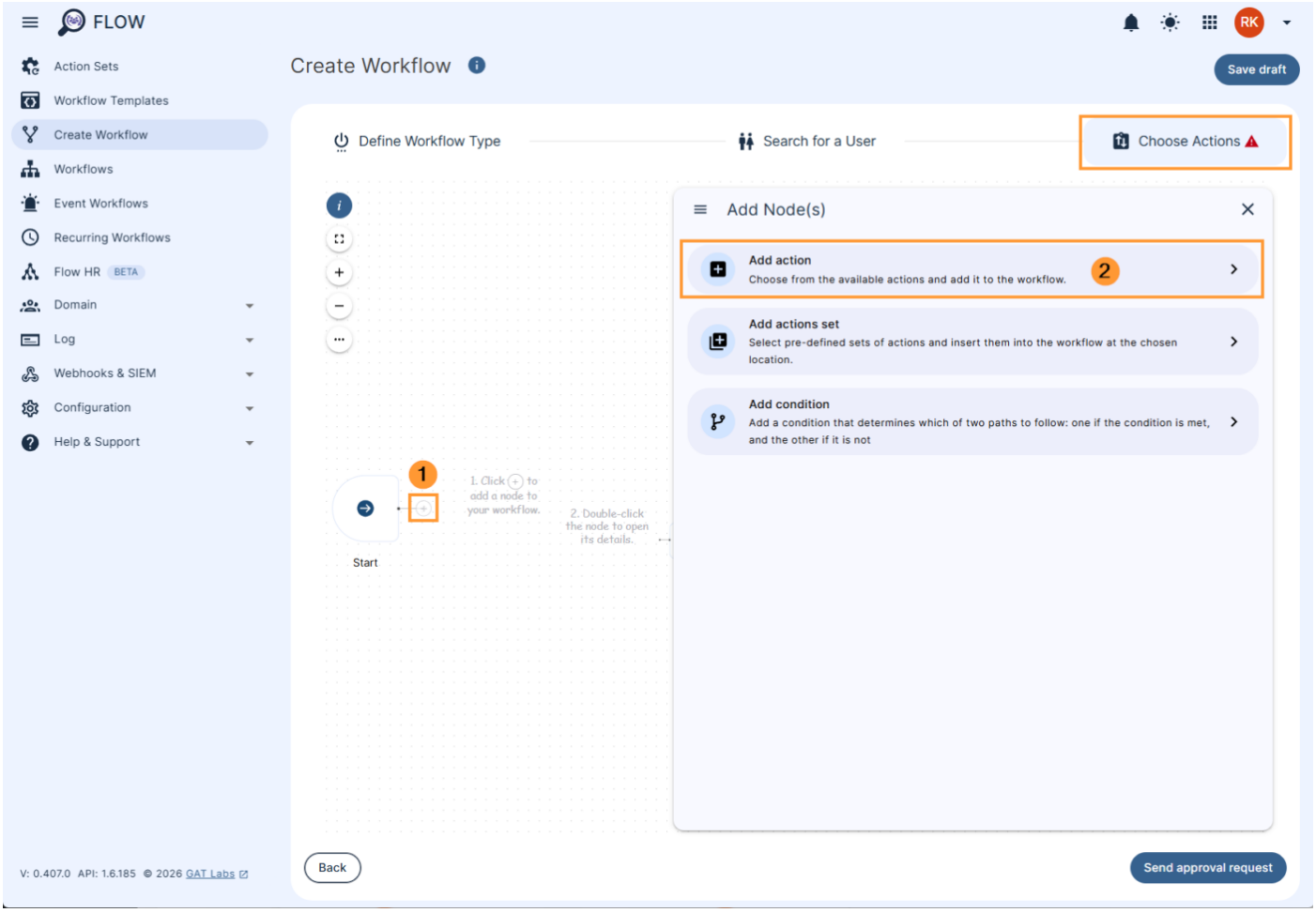


The chosen users will appear in the list below (1). To proceed further, click on **Next** (2):

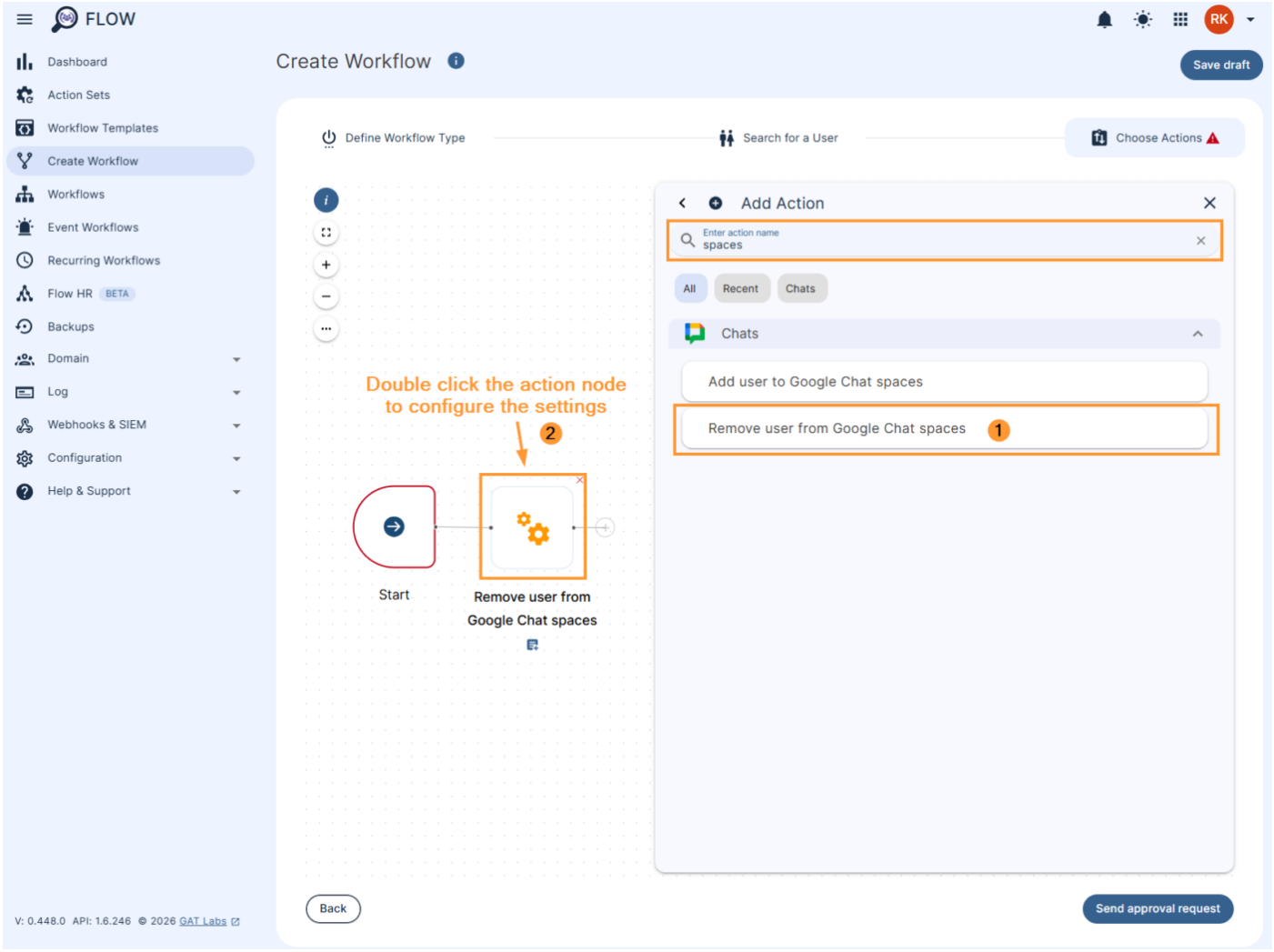


Choose Actions

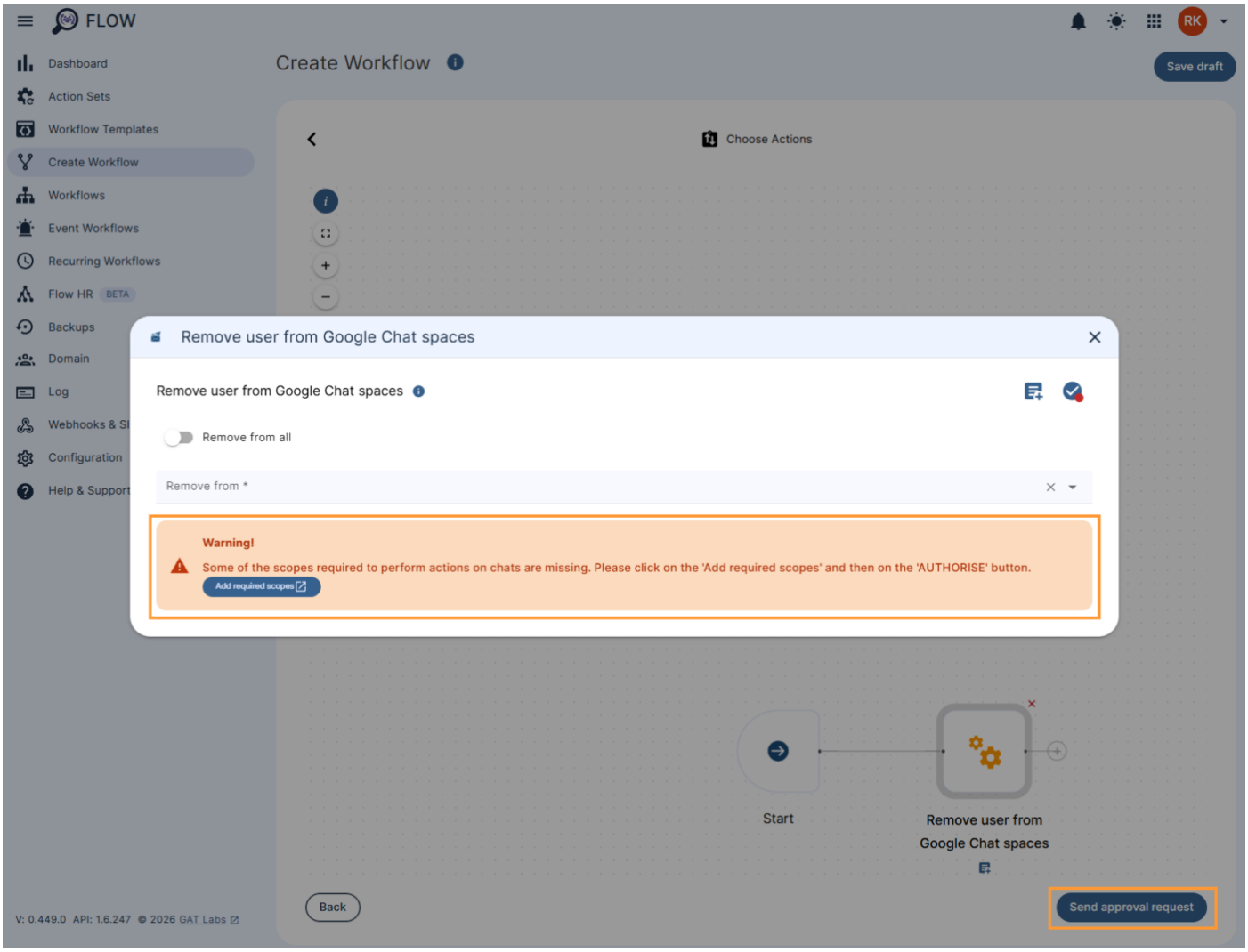
In the **Choose actions** click on the **(+) button** (1) and then click the **Add action** button (2)



You will see all the options available. Search and select the **‘Remove user from Google Chat spaces‘** action below. Double click the action node to configure the settings.



The selected action appears in the workflow.

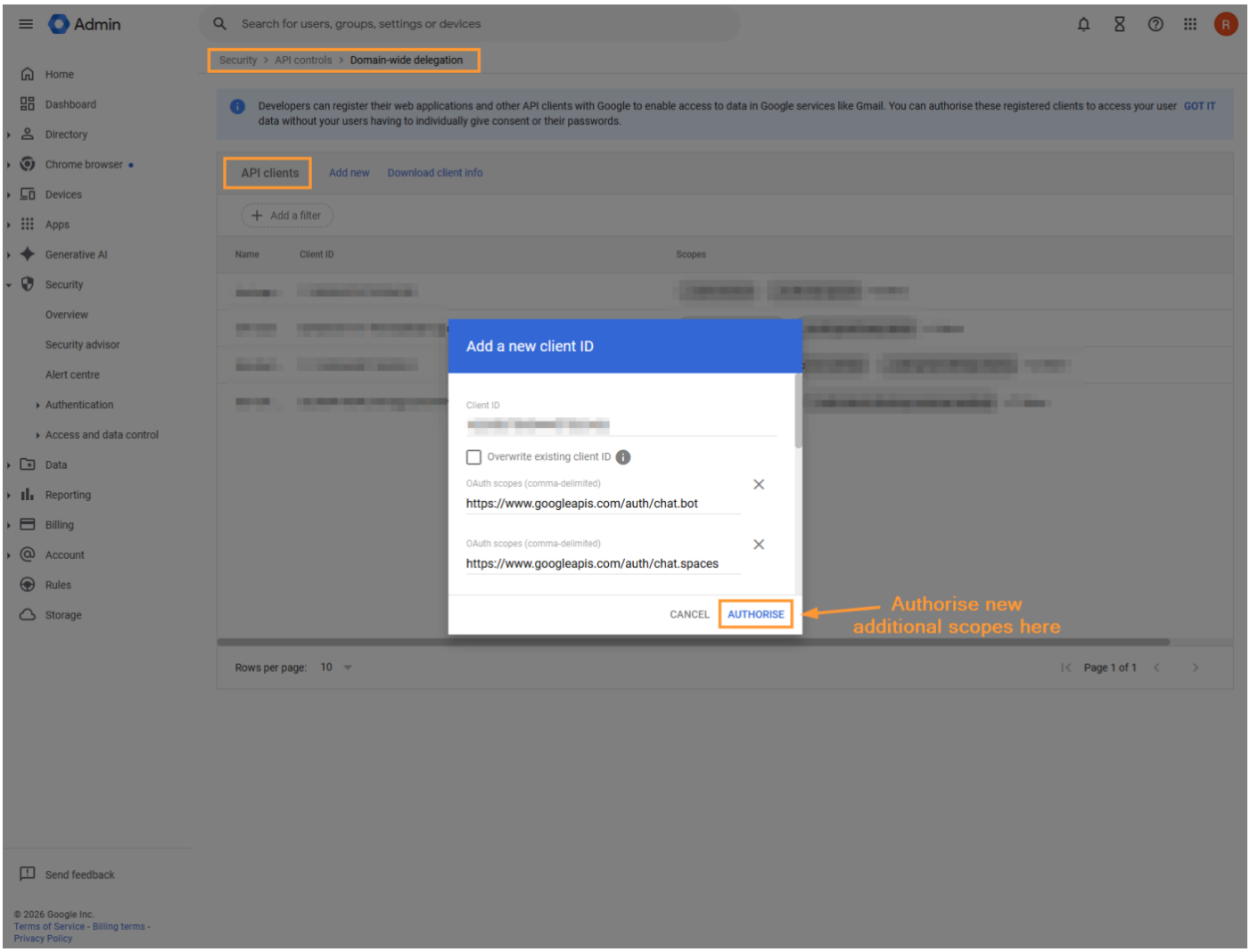


Required Settings for the Action

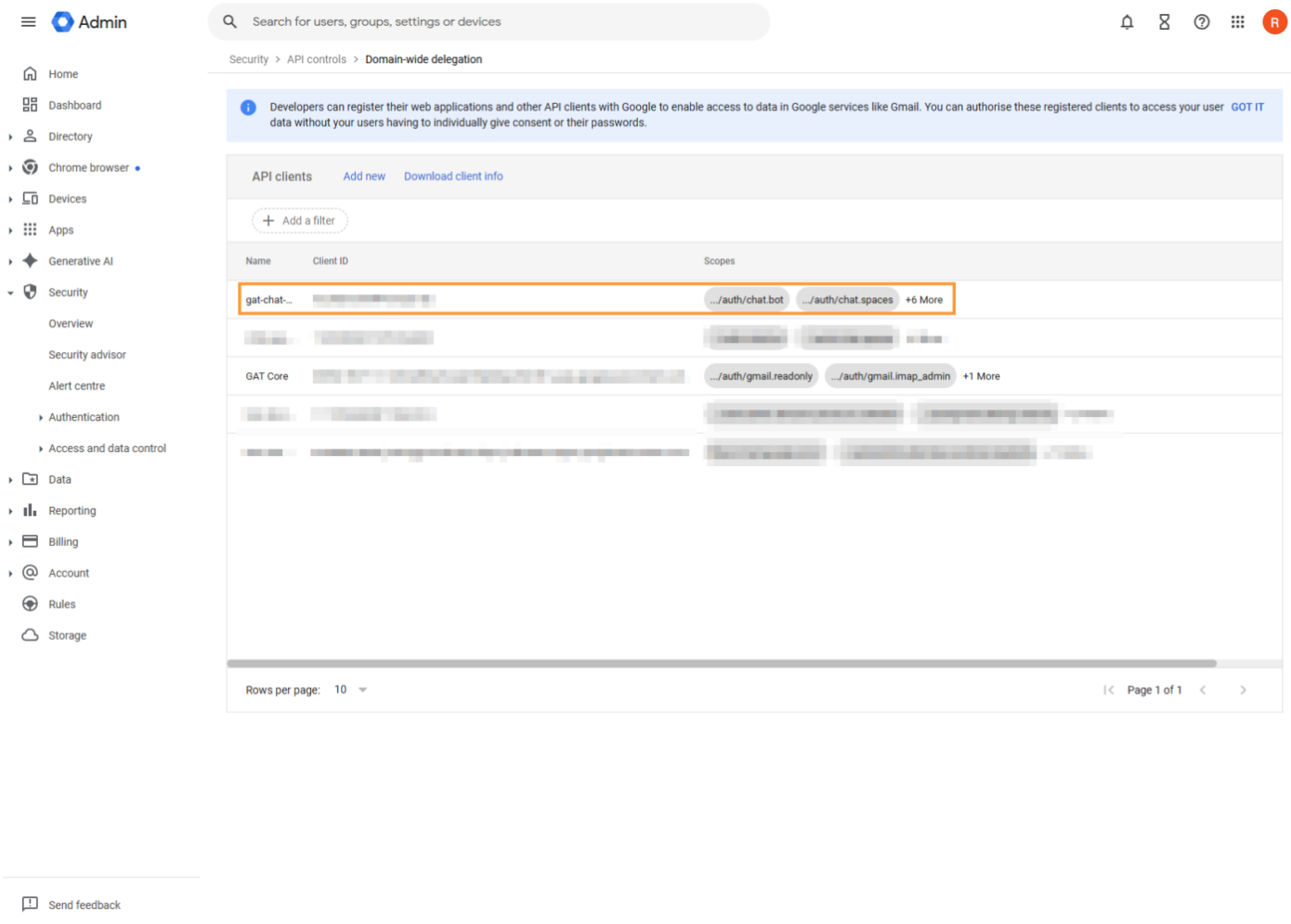
As per the warning message displayed in the action configuration, if not done already, one more step is necessary before you request workflow verification.

For this action to work, a new client scope must be added to the Google Admin console to allow GAT Flow to gain access to the Google Chat spaces.

Click the **LINK** displayed in the action to be redirected to the Google Admin Console from the new client's scopes that you can authorize.



The new scopes are added so GAT Flow can successfully deliver the selected action.

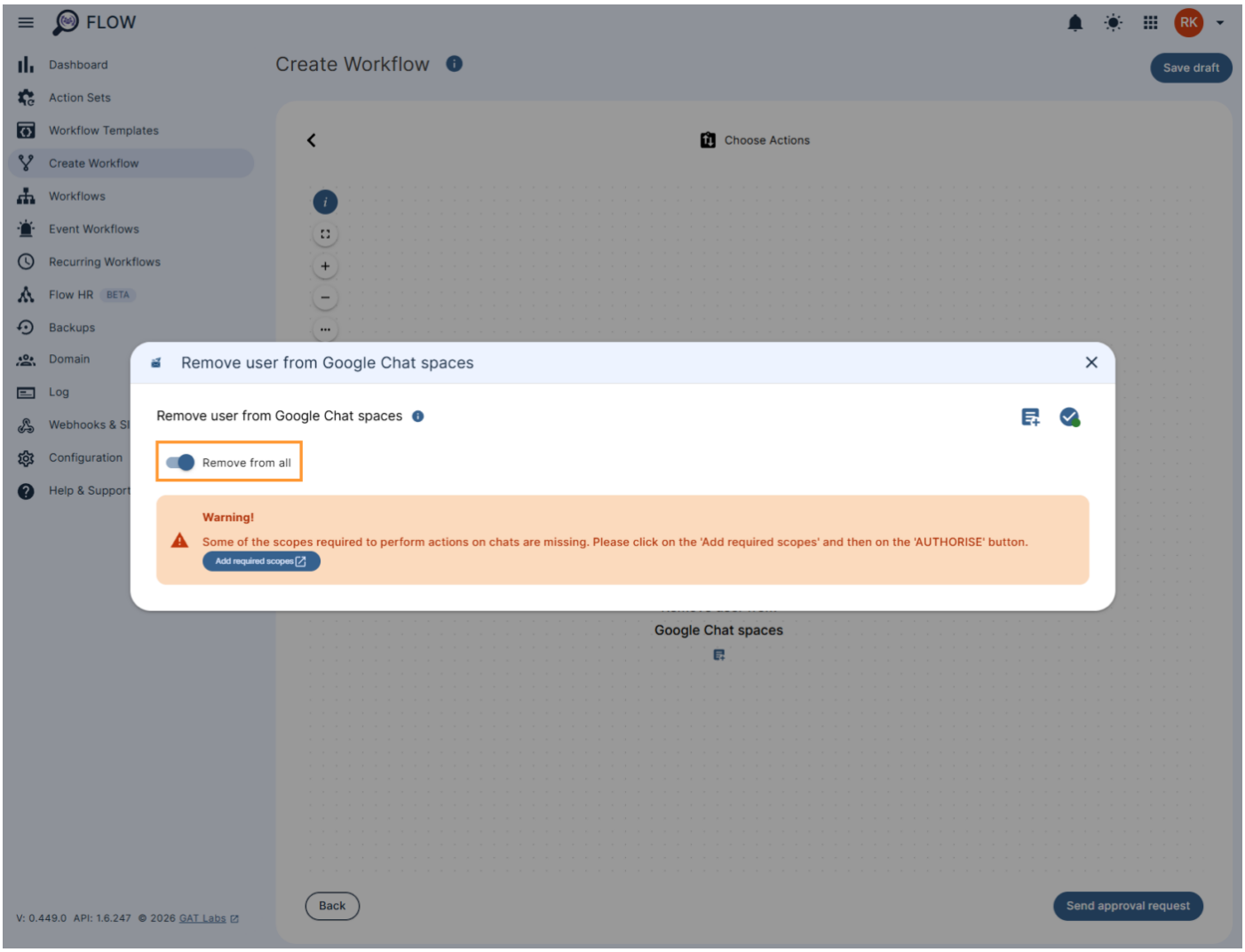


Please note that this change will not occur immediately and requires the completion of the GAT+ main scan.

Return to the GAF Flow workflow to finalize the action configuration.

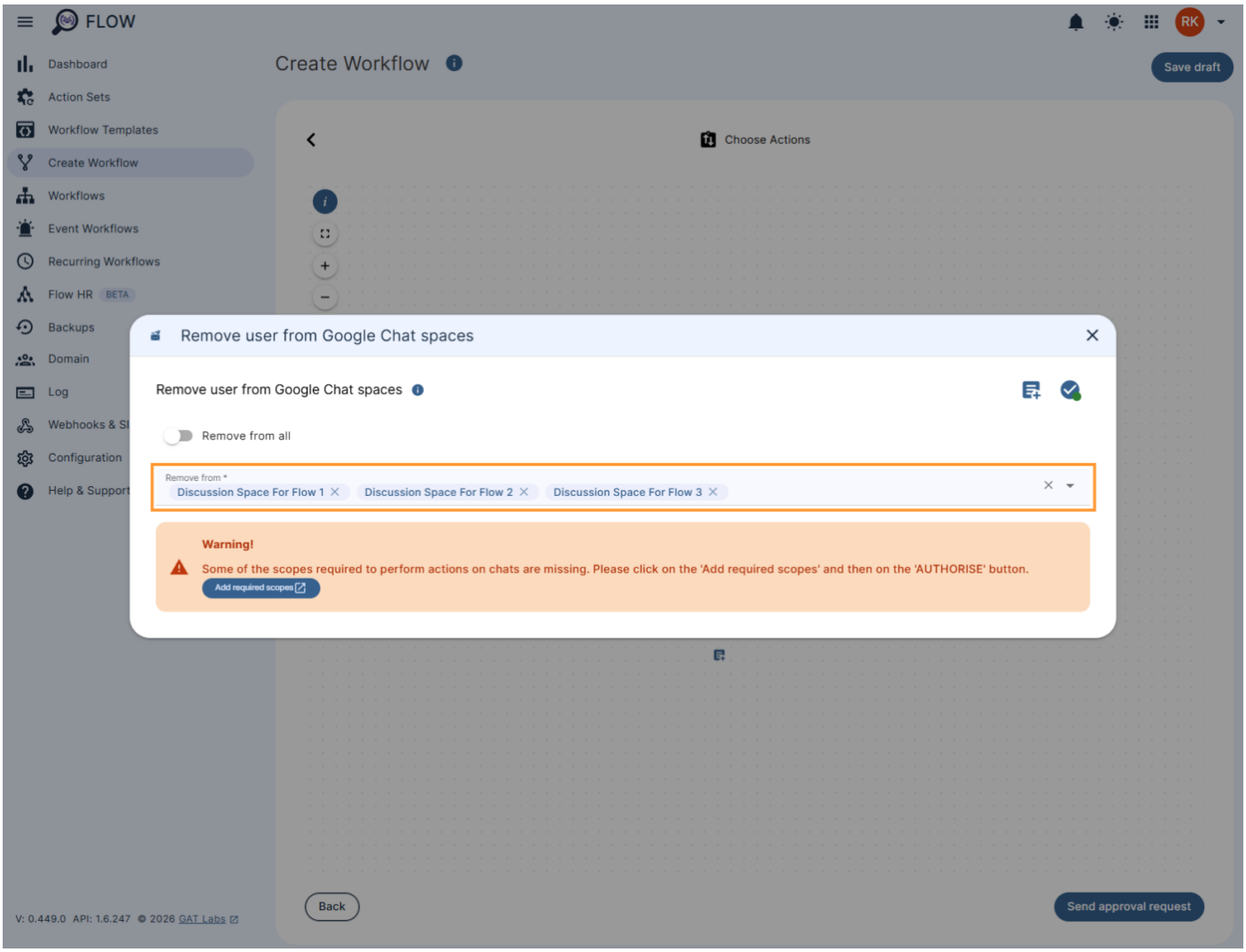
Remove Users from ALL Google Chat Spaces

To remove the users from ALL existing Google Chat spaces, toggle the '**Select all**' option.

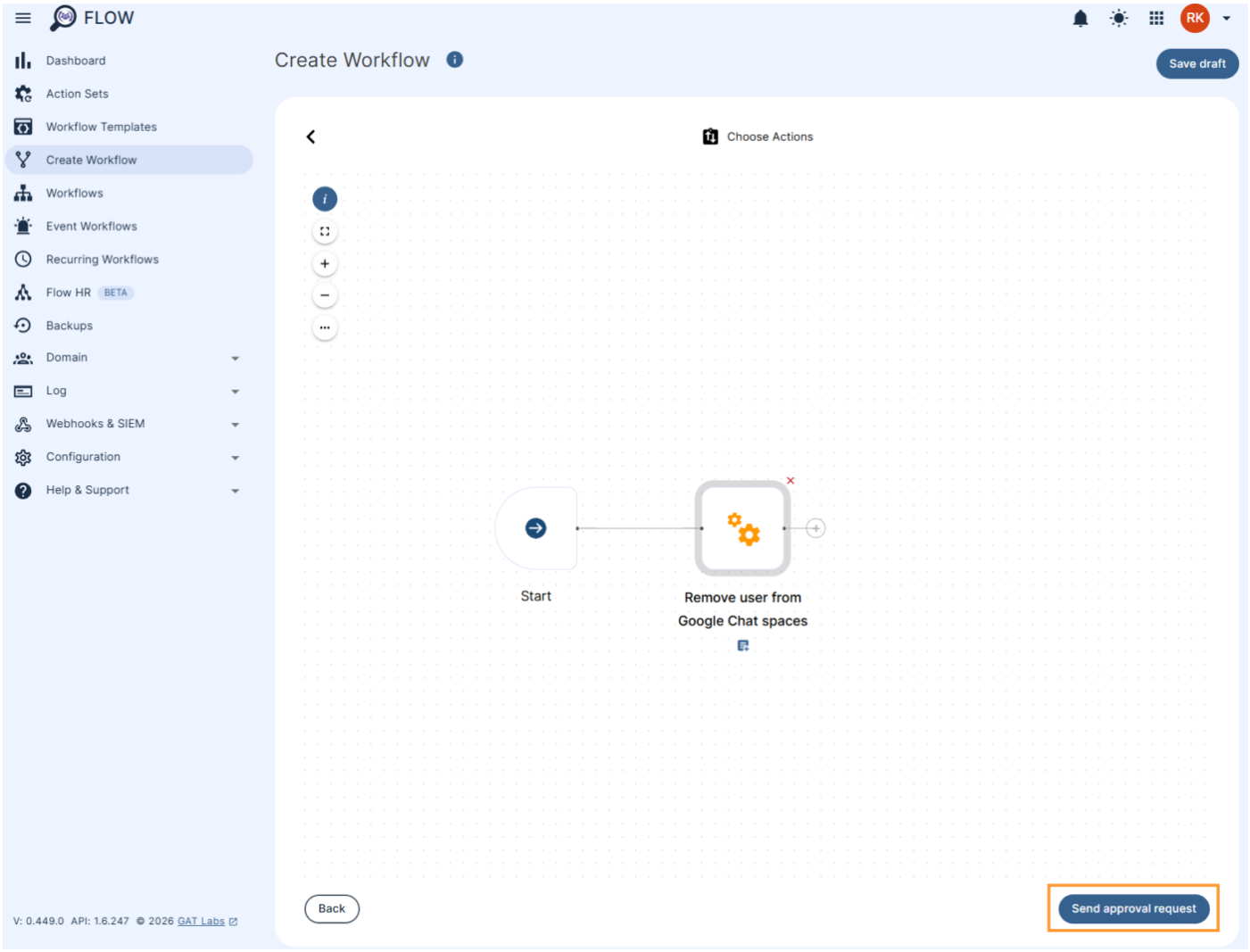


Remove Users from Selected Google Chat Spaces

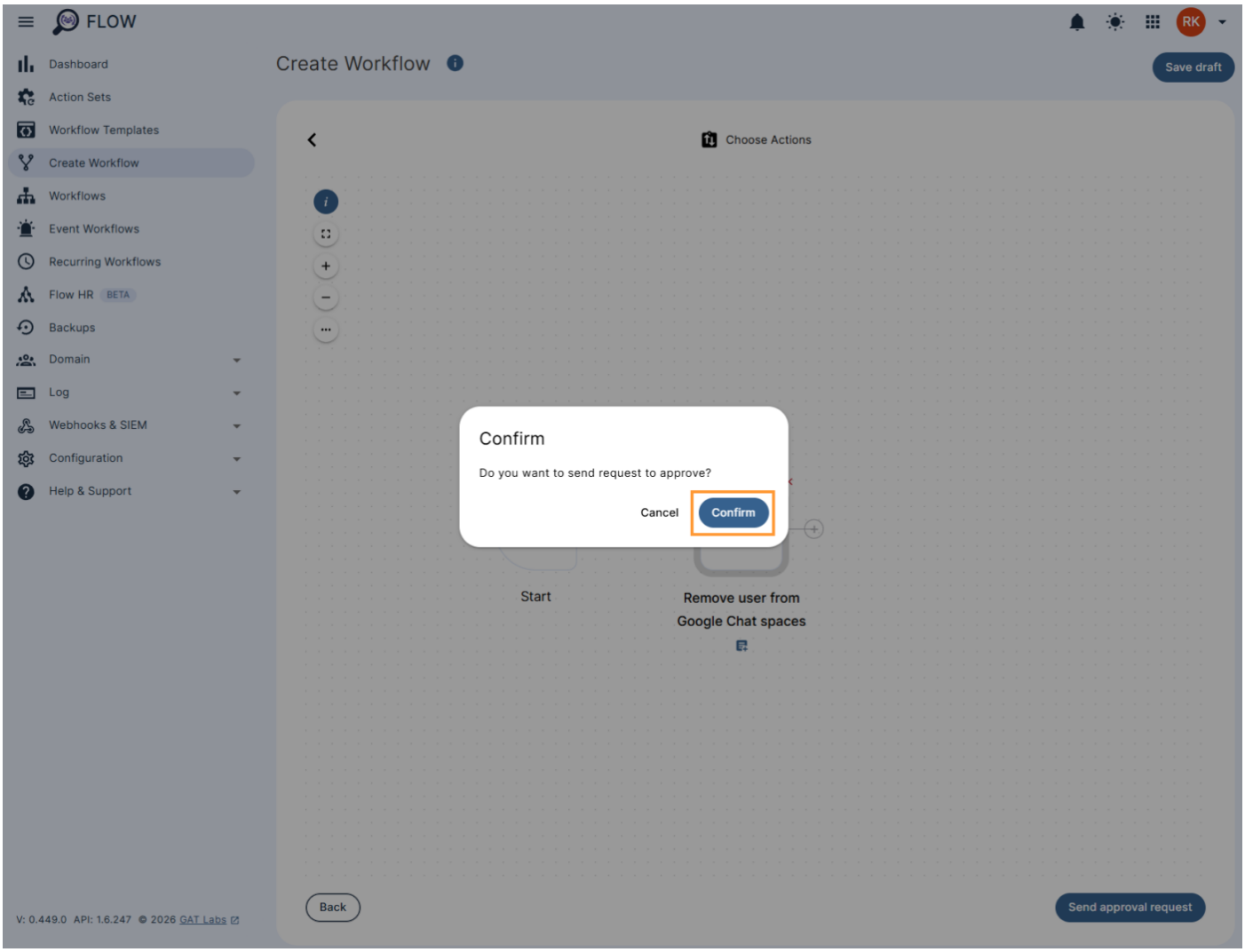
To remove the users from specific Google Chat spaces, select them in the **Spaces** field accordingly:



When you're done configuring the action, click outside of the pop-up box or click the X at the top right to continue on. Then send the action to the Security Officer for verification by clicking on the **Send approval request:**



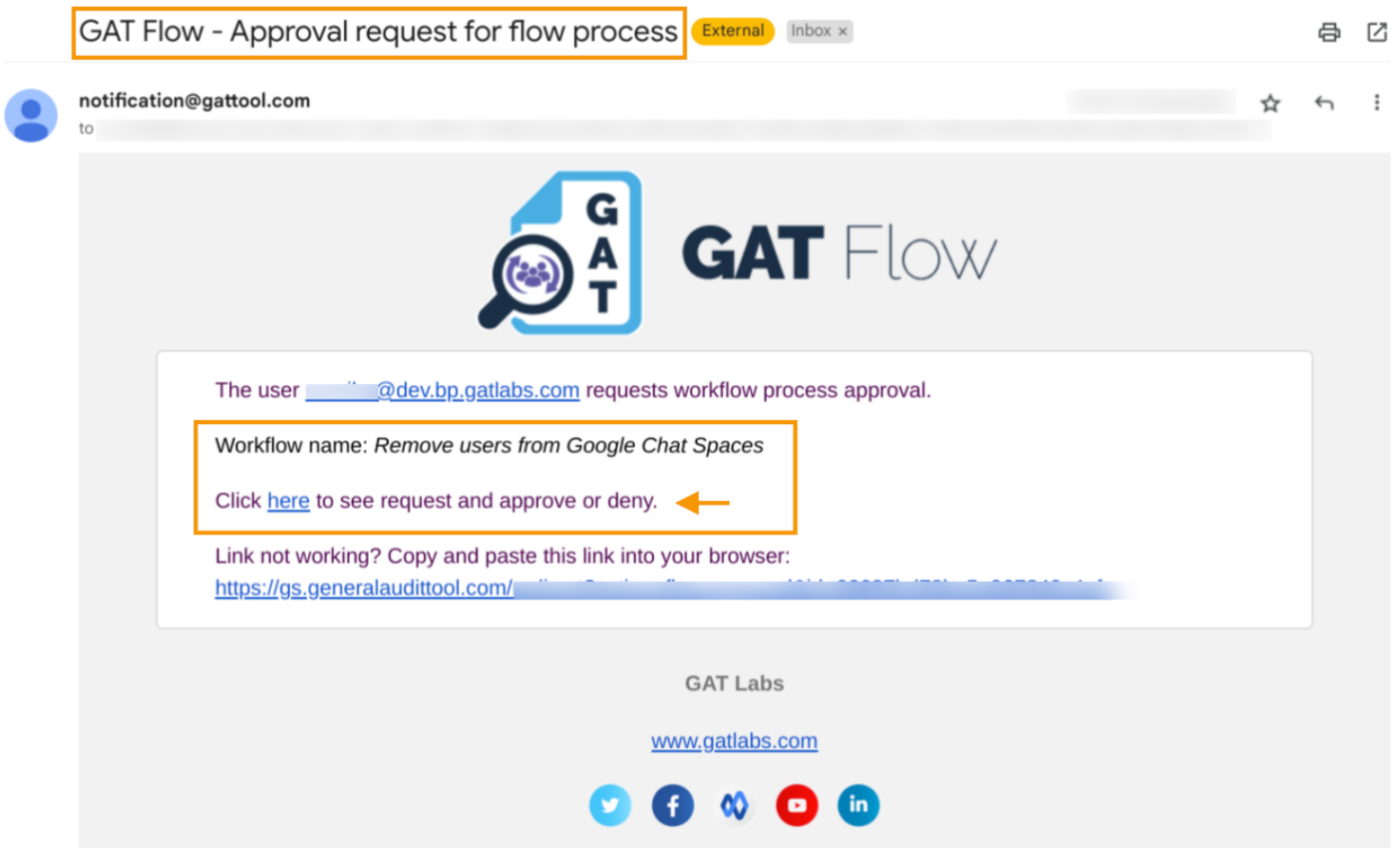
The **Confirm!** message will appear and ask as above:



Once confirmed, the request goes to the Security Officer for verification. After the officer's approval, the job will run.

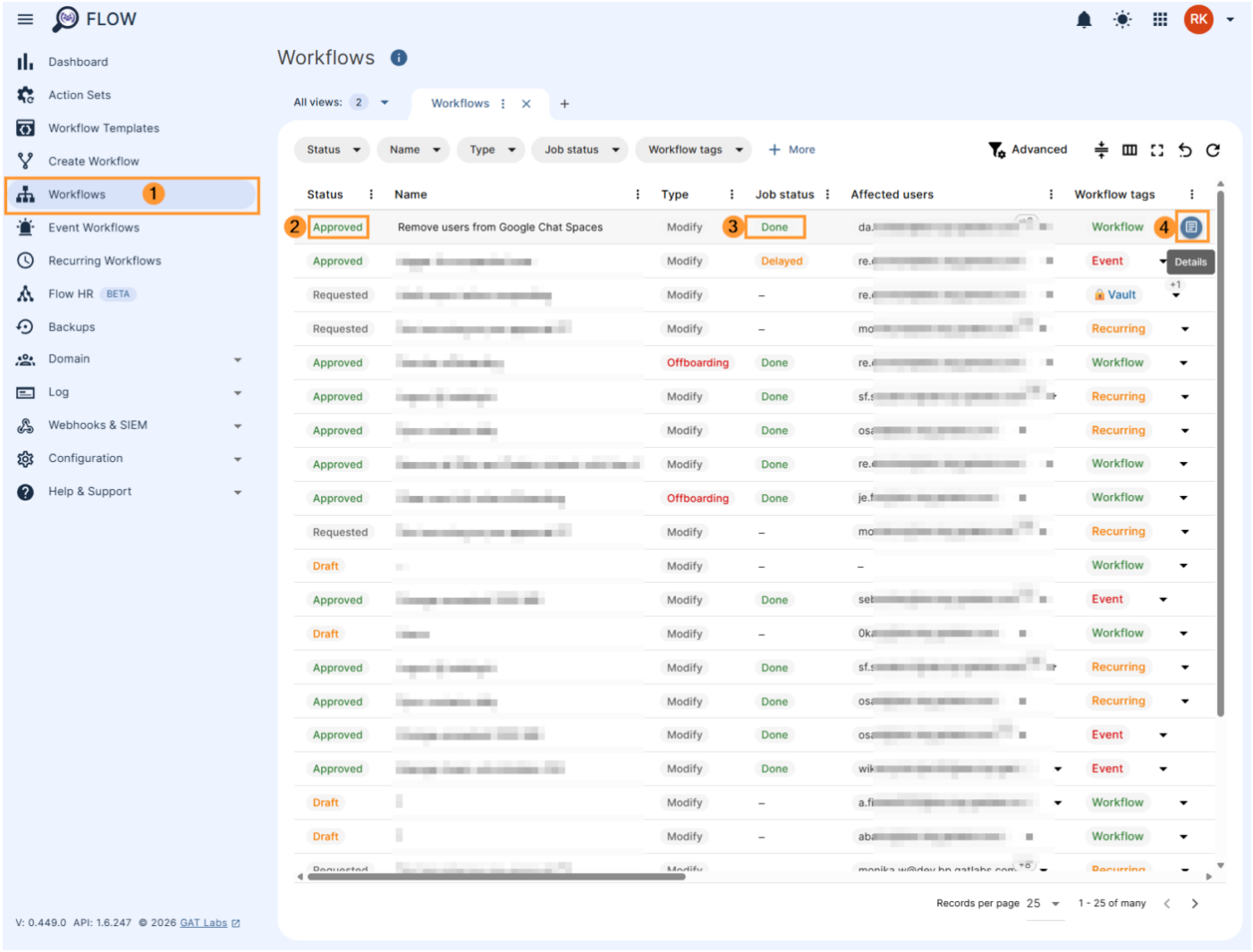
Security Officer Verification

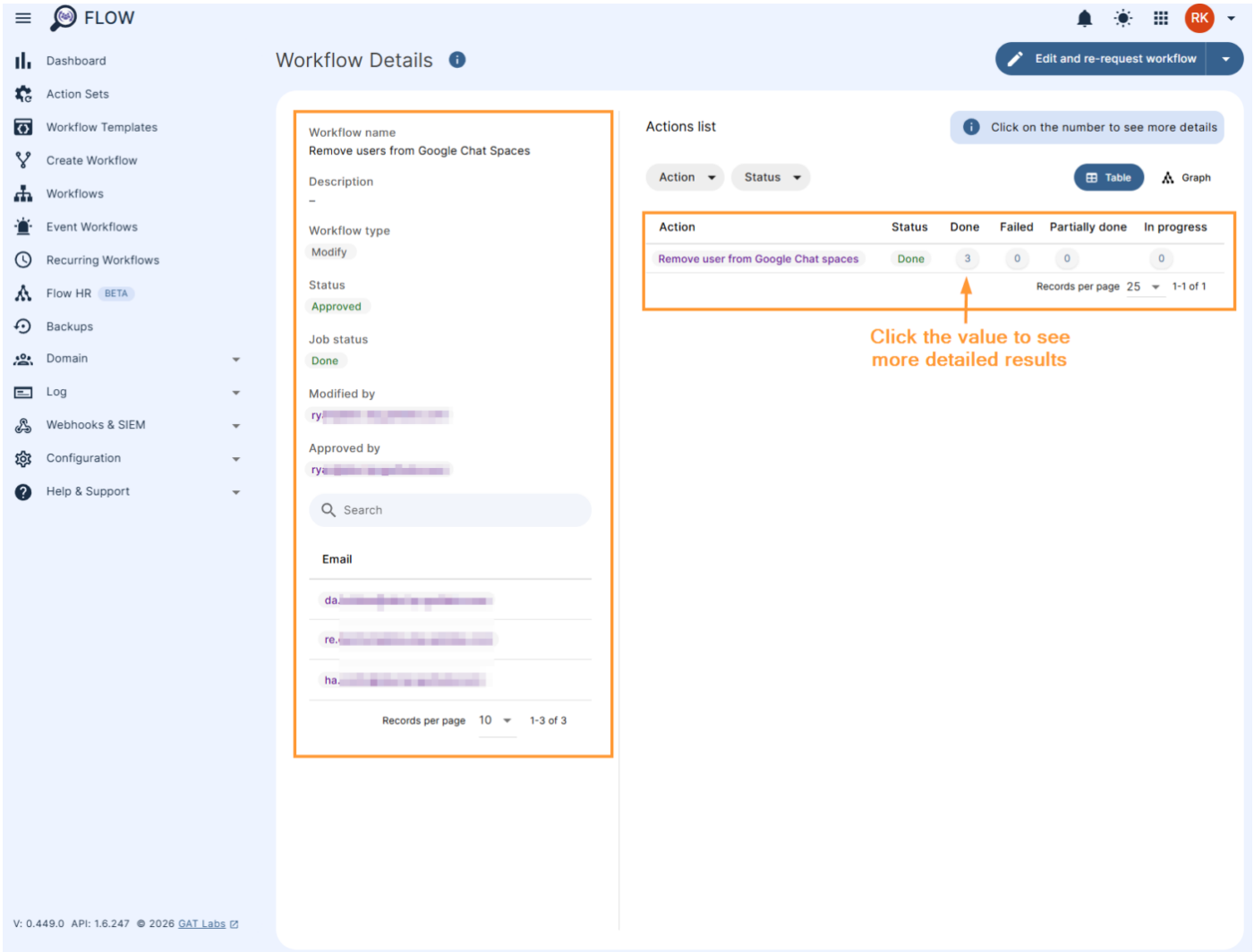
The Security Officer must approve the request. They will receive an email leading them to the GAT Flow approval page.



Results

Once the Security Officer approves the request, you can see the workflow staging under the GAT Flow Workflow section (1). You can view the workflow Status (2) and Job status (3) there. Click the **‘page’** icon (4) on the right to review more details.


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Once the action is triggered, the selected users will be removed from all selected Google Chat spaces and can no longer see the rooms (Spaces) appearing in their Google mailbox.

Related Posts

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