

THE MIGHTY GUIDE TO

Setting Up a Mighty Network

How to Use This Guide

This guide will take you from your free trial of Mighty Networks all the way to inviting your first members.

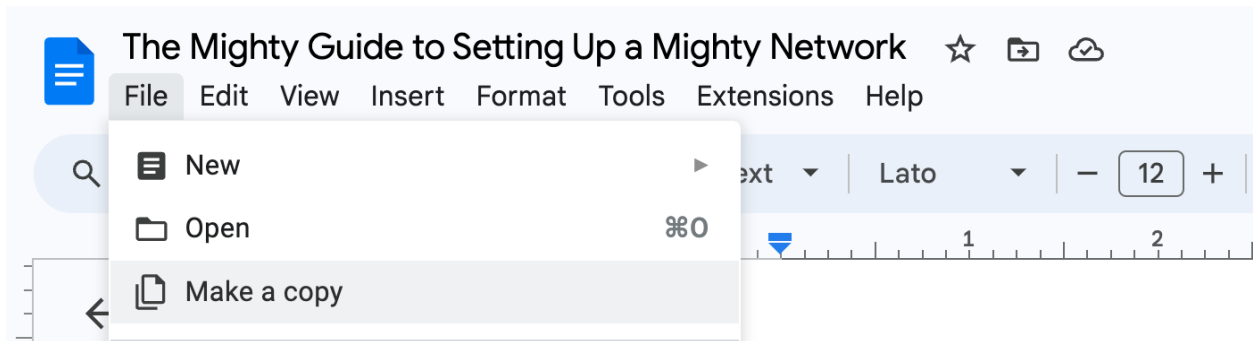
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PLEASE READ

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How to Use This Guide

This guide will take you from starting your free trial of Mighty Networks all the way to inviting your first members.

It's designed to be **tactical and easy to follow**—check off each item as you go!

- **Short on time?** The [Quick Start Guide](#) is all about working with the defaults and going for it.
- **Confused by terminology?** Jump to the [Glossary](#) for definitions in plain English.
- **Burning questions?** We have the [answers](#).

If you'd like video tutorials, check out our [7-Day Build a Mighty Network Challenge](#) for walkthroughs of each step.

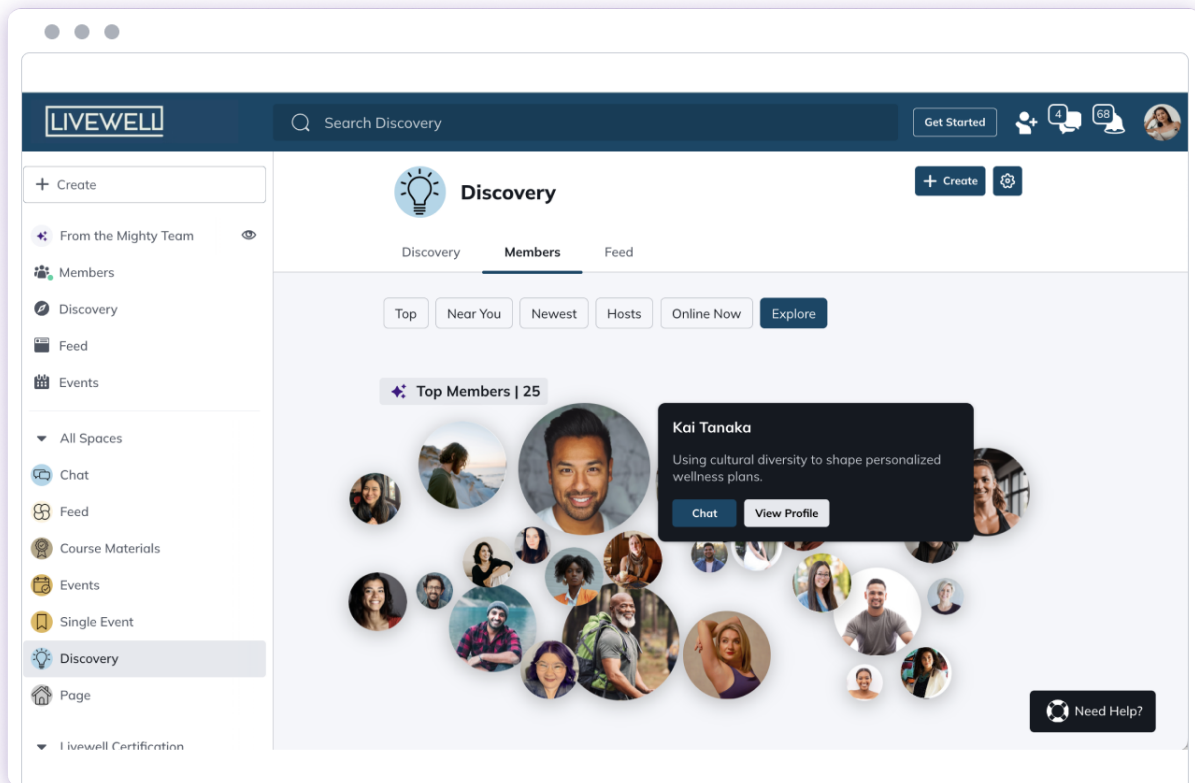
Quick Start Guide: 5 Steps to Get Members in Today ⚡

If you want the fastest path to launching, follow these five steps:

- 1️⃣ **Sign Up & Name Your Network (if you haven't already)** → [\[USE THIS LINK\]](#)
- 2️⃣ **Rename Default Spaces & Customize Later** → Keep things simple to start!
- 3️⃣ **Adjust Privacy & Access Settings** → Keep your Network invite-only, or add a plan that gates access with screening questions and/or approval required.
- 4️⃣ **Add a Poll & Post a Welcome Message** → Start to engage members from Day 1.
- 5️⃣ **Invite Your First 10 Members!** → Personal outreach is best.

WHY do a quick start?

Members are what will bring your Mighty Network to life and you're absolutely going to get better ideas about *how* to run it when you have people kicking the tires and experiencing people magic.



Key Terms Explained (Glossary)

[Spaces](#) → Think of these like “rooms” inside your community (e.g., Discussion Space, Events Space, Course Space). Each Space can have one or more features enabled in it.

[Collections](#) → Groupings of Spaces in the left navigation. Like folders that keep Spaces organized.

[Global Features](#) → Sections at the top of your network (e.g., Feed, Members, Events) that pull content from multiple Spaces and aggregate what someone sees based on the Spaces they’re a member of.

[Privacy & Access](#) → For your Network and for each Space, there are Privacy & Access Settings that allow you to decide how people join, who can see inside, and who can find and see that it exists.

[Plans](#) → Plans allow you to require that people pay, answer questions, and/or request approval before joining. [See our top recommendations here](#) for how to structure your Network and charge for access.

Roles

Network Host: This role has access to *all* admin settings across the Network (including access to financial details) and can also access admin settings for each Space. [More about this role.](#)

Network Moderator: This is a more limited Network-level admin role focused on moderating members and content. [More about this role.](#)

Space Host: This role has access to all admin settings for a Space, but these permissions do not extend beyond the Space. [More about this role.](#)

Space Moderator: This is a more limited Space-level admin role focused on moderating members and content. [More about this role.](#)

Full Network Members: People who have access to everything in your Network

Limited Members: People who have access to only a single Space or bundle of Spaces, and don’t have access to global Network features like sending private messages.

Create Your Mighty Network (if you haven't already!)

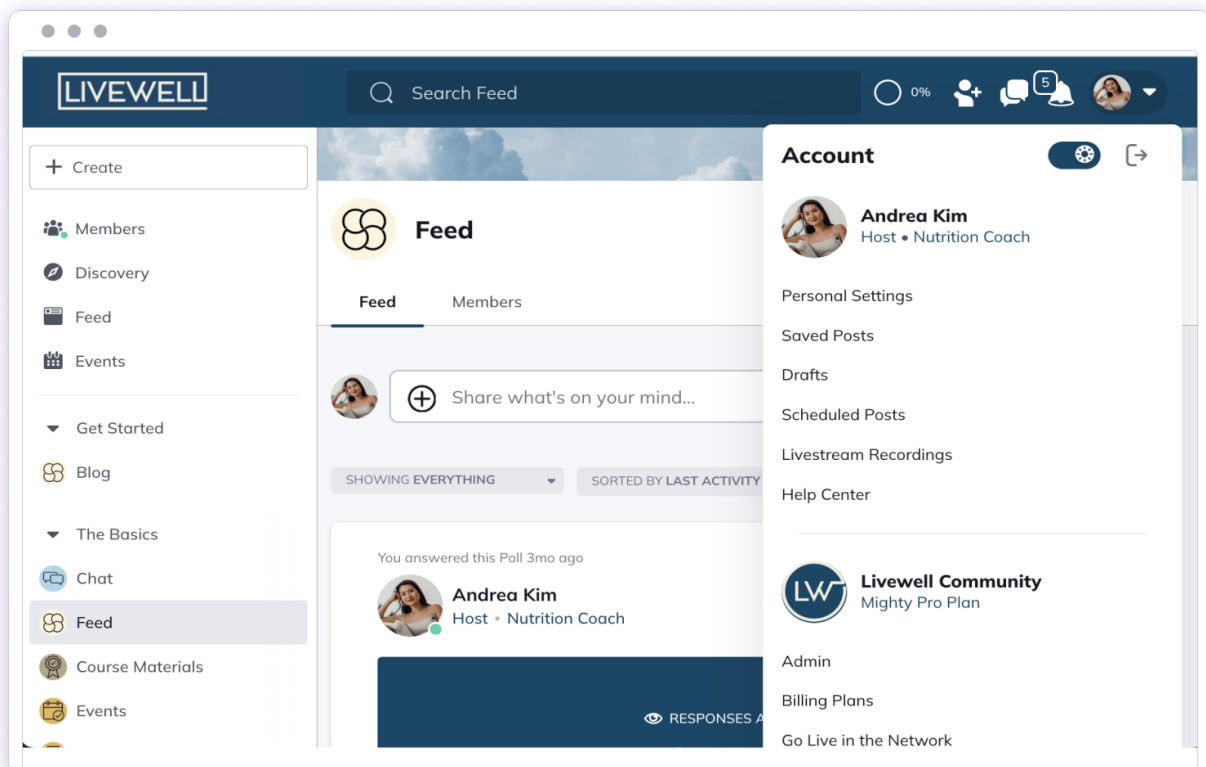
When you [create your Mighty Network](#), you'll set up a name, generate branding, and define your **Big Purpose**—the reason your community exists. Your Big Purpose is what draws people in and keeps them engaged.

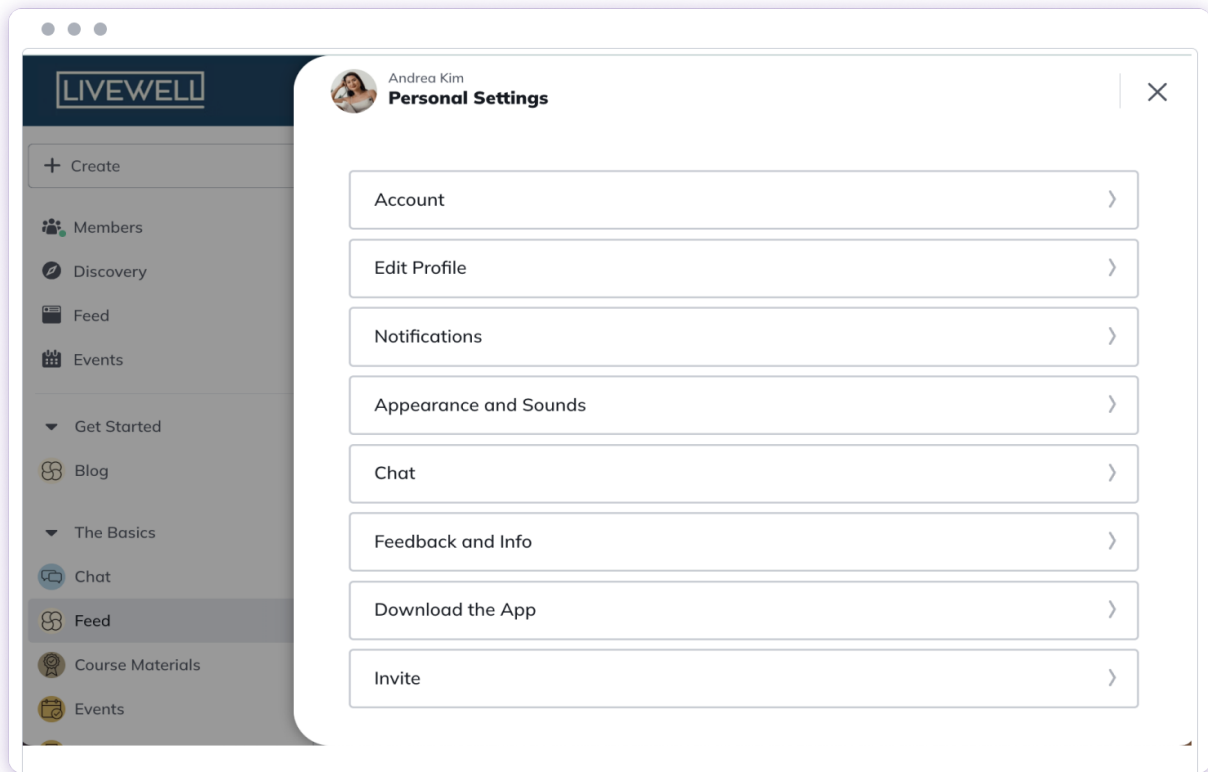
After signing up, you'll be asked, "Who do you want to bring together?" This will help shape your network name and branding. Once completed, your Mighty Network will be created, and you'll be ready to customize it.

Personalizing Your Profile and the Member Experience

Your profile is the first thing members see, so take a moment to add a profile photo and introduction.

[Fill out your profile](#) by going to Personal Settings > Edit Profile.





Be sure to add a profile photo and an introduction (you can get some help with [Profile Assist](#)).

You can also create [Custom Fields](#) to personalize member profiles and encourage connections.

Custom Fields allow you to collect relevant details from members, such as:

- "What are you hoping to get from this community?"
- "What topics interest you most?"
- "What is your profession or area of expertise?"

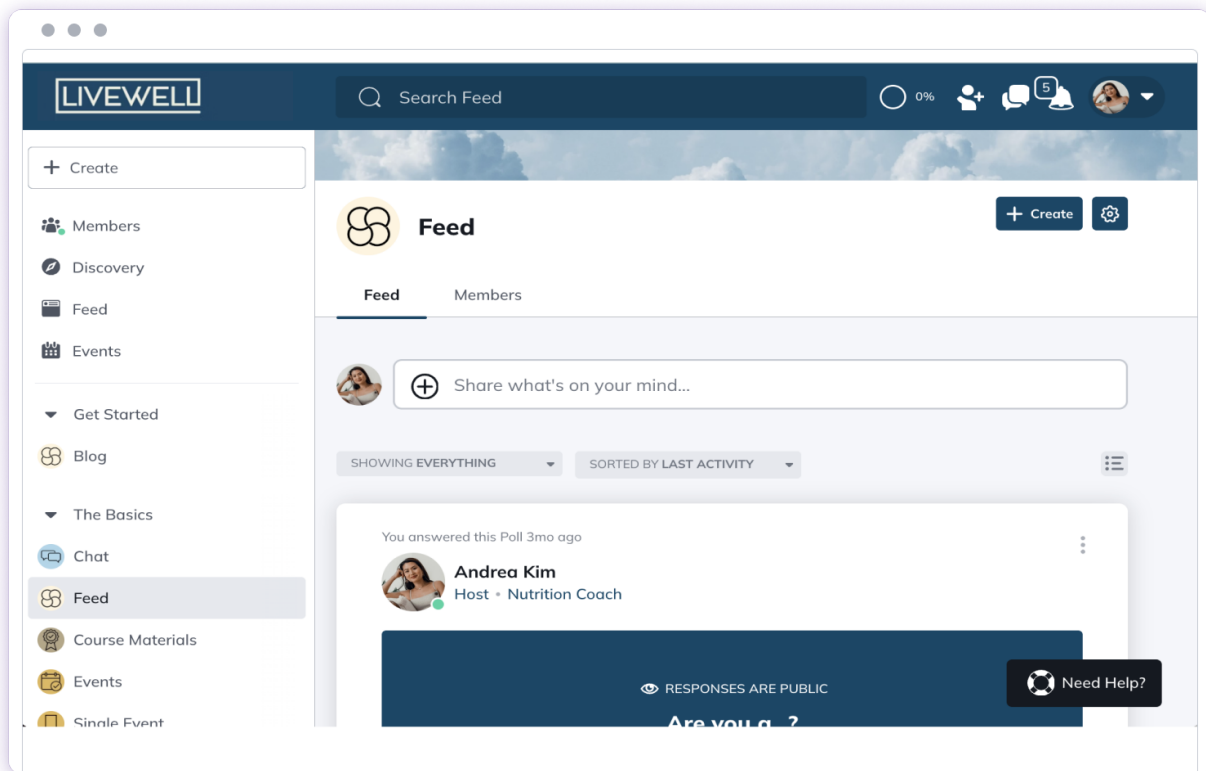
These fields help members find common interests and build meaningful relationships.

[Learn more about Custom Fields](#)

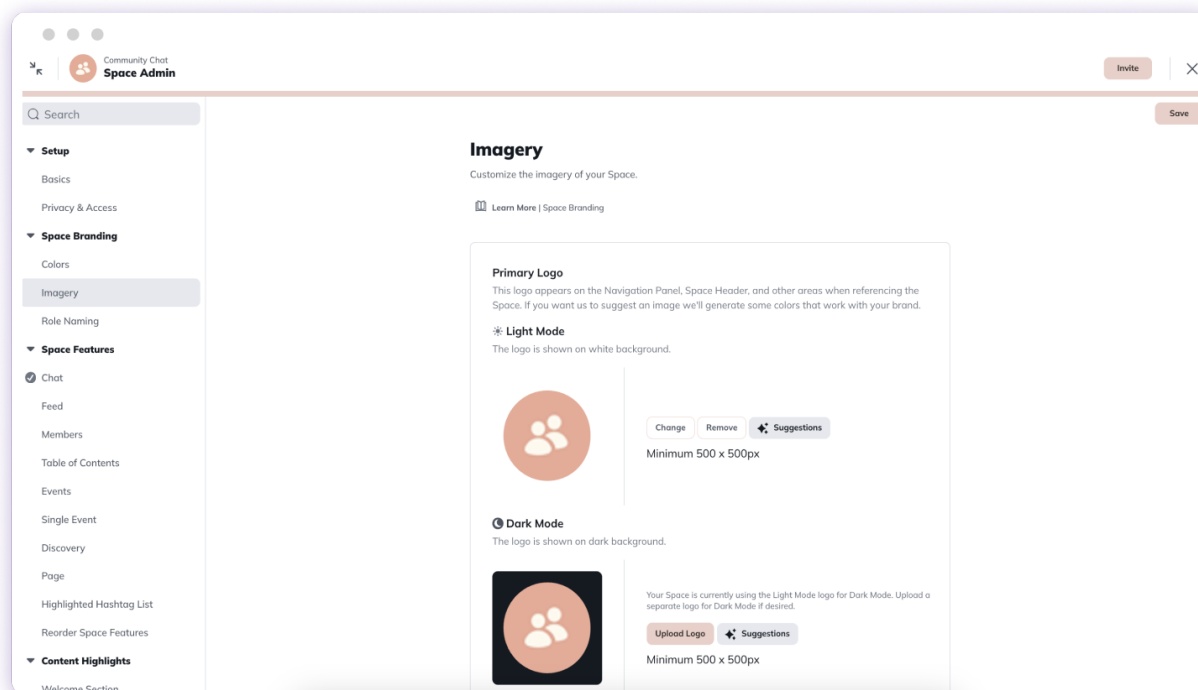
Structuring Your Mighty Network with Spaces

[Spaces](#) are the foundation of your Mighty Network.

They act as different areas where members can engage with each other—whether through discussions, courses, events, or private groups.



You can easily [brand your Spaces](#) by going into Space Admin > Space Branding. This is where you can add a customized logo for the Space and a beautiful banner.



Selecting "Suggestions" will instantly generate matching Space logos based on your chosen Space or Network colors.

Each Space can have [different features](#) enabled, such as:

Chat for real-time discussions

Feed for sharing beautiful articles, simple posts, polls, and questions

Members to view who's in the Space

Events for live meetups, workshops, and livestreams

Course for structured learning

Page for static content like guides and FAQs

You can group Spaces into [Collections](#) to keep things organized and decide the [privacy of your Spaces](#).

[Learn how to create a Space](#)

Customizing Spaces with Features

Each Space can be designed to match your goals. You can [enable or disable features](#) to create the right experience for your members.

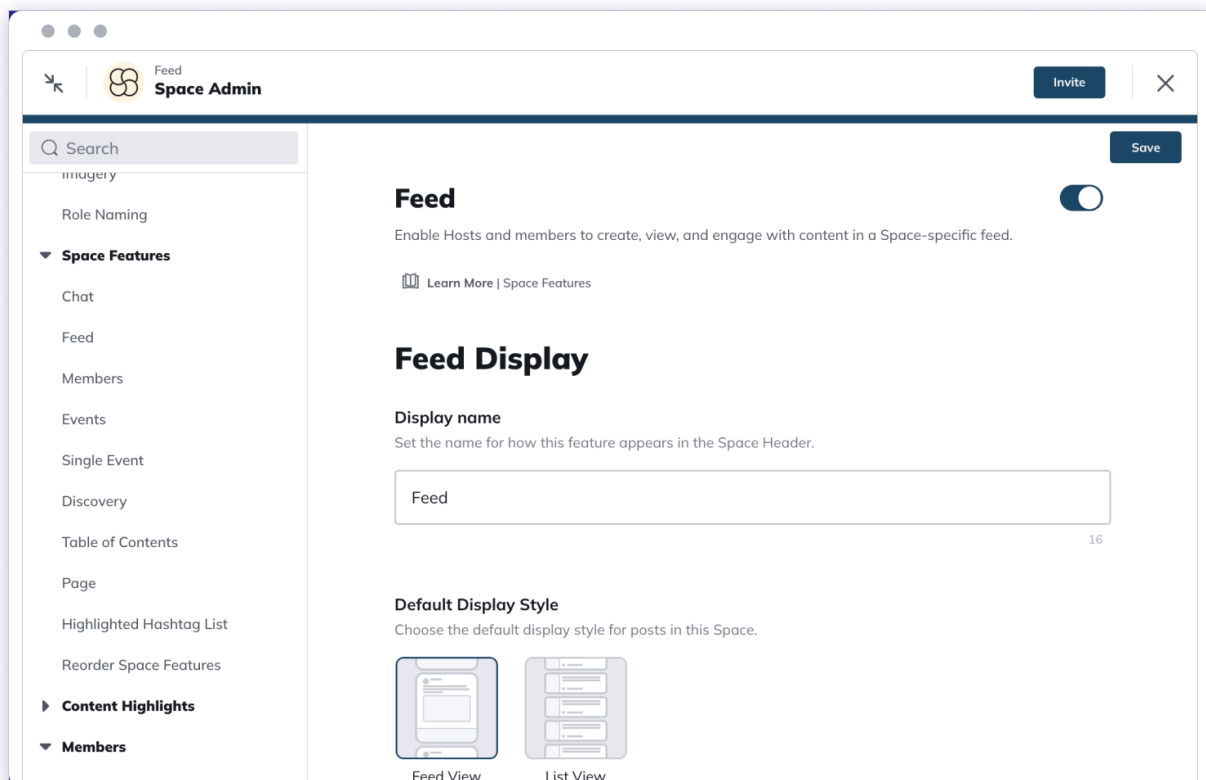
We recommend starting off with just one feature enabled per Space.

Start simple, then add more features as you need them.

For example, to begin you could set up:

- A **Discussion Space** with simply a Feed turned on
- A **Learning Space** with the Course feature turned on
- An **Events & Live Sessions Space** with the Events feature turned on, so you can create your calendar of upcoming events

To edit a Space, go to Space Admin > Space Features to turn features on or off.



Adjusting Privacy and Access Settings

In the Privacy & Access settings for both your [Network](#) and for each [Space](#), you'll see the option to make three independent decisions:

1. **How do people join this?** *Through an invite only, through a plan, or anyone can join without restrictions*
2. **Who can see content and profiles inside?** *Anyone or only signed-in members*
3. **Who can see that it exists at all?** *Anyone or only those invited*

Individual Spaces can have their own privacy settings, allowing you to make some areas open while keeping others exclusive.

To adjust [privacy and access for your Network](#), go to **Network Admin > Privacy & Access**.

To adjust [privacy and access for each Space](#), go to **Space Admin > Privacy & Access**.

How Do People Join Your Network?

Your Network is  Invite-Only

If you want to require people to pay, answer questions, and/or request approval before joining, you will need to use plans. Plans are not necessary if you simply want your Network to be invite-only.

[Create or Manage Plans](#)

^ Advanced: Allow Anyone to Join Without Restrictions

Allow Anyone to Join

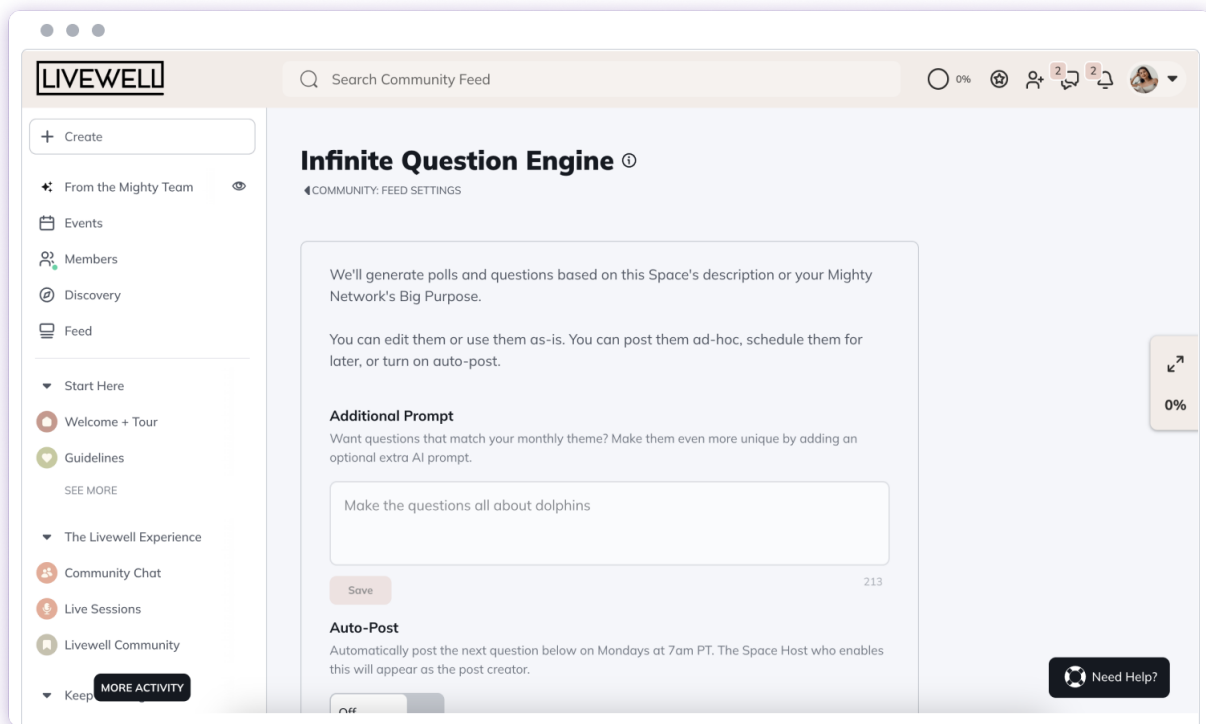
If you also want to allow anyone to join your Network immediately, check the box below. With this enabled, people do not have to be invited or approved, answer questions, or pay before joining.

☐ Anyone can join immediately without restrictions

Engaging Members with Polls & Questions

[Polls and Questions](#) are incredible tools for sparking engagement and keeping conversations flowing. You can create your own or use the [Infinite Question Engine](#), which generates an ongoing list of questions tailored specifically to your community's [Big Purpose](#).

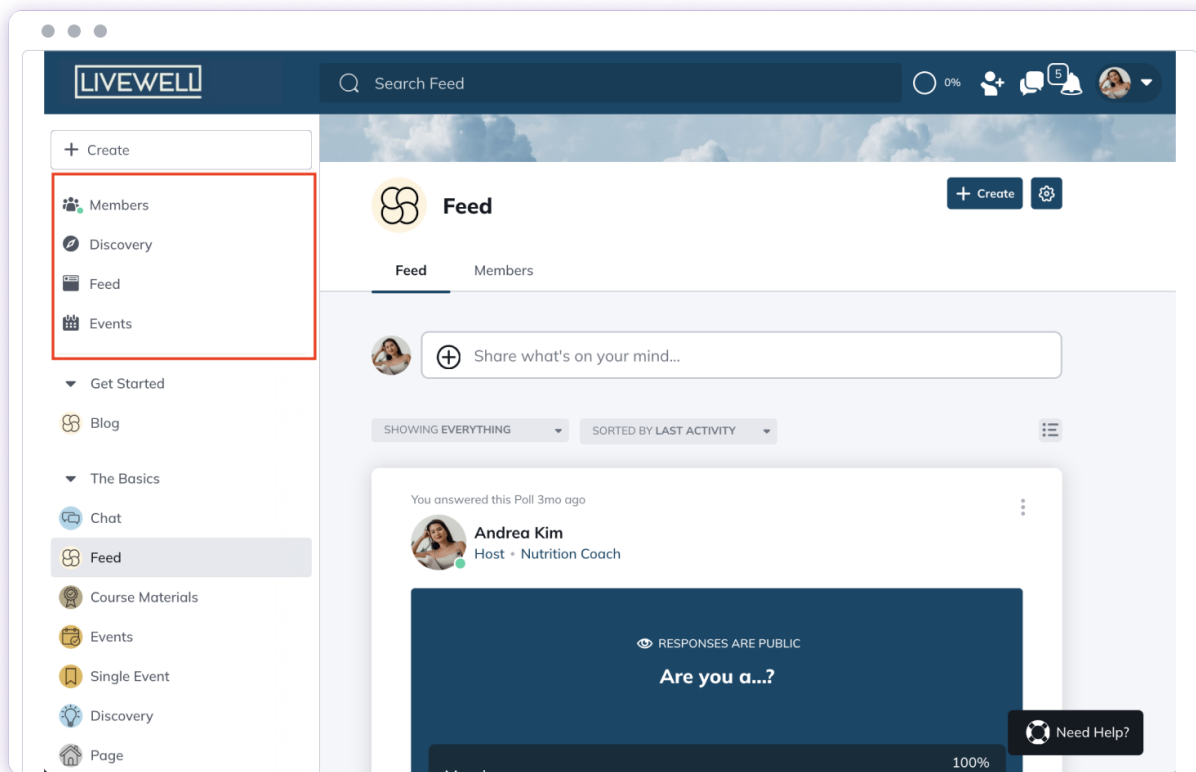
Infinite Question Engine can be enabled under Space Admin > Space Features when you have the Feed enabled. From here you can review, edit, and schedule questions and polls to post automatically.



[Learn more about the Infinite Question Engine](#)

Using Global Features to Aggregate Content

[Global Features](#) appear at the top of your Mighty Network in the left navigation and aggregate content, making it easy for people to explore what's happening across your community and see content from multiple Spaces in one view.



Each of these are **optional** to enable, and we only recommend turning on if it will be useful for your members to have a global, aggregated view of content across multiple Spaces they are a member of. Go to **Network Admin > Spaces & Navigation > Global Features** to adjust.

Feed: Aggregates all posts across Spaces someone is a member of, along with content in Spaces any Network member can see inside (unless you choose to turn this option off)

Events: Aggregates all events across Spaces someone is a member of, along with events in Spaces any Network member can see inside (unless you choose to turn this option off)

Discovery: You can use this as a bulletin board, for highlighting featured posts

Members: A member directory of all full Network members

Creating a Welcome Event

Hosting a **Welcome Event** is a great way to introduce new members to your community.

A simple event agenda might include:

- A welcome and introductions
- An overview of your community's Big Purpose
- A walkthrough of key Spaces and features
- Opportunities for members to introduce themselves and their goals for joining your community
- A Q&A session to help new members get started

You can [livestream](#) the event directly inside your Mighty Network or use Zoom.

[Learn more about creating a great first experience](#)

Automating Workflows and Member Engagement

[Automations](#) allow you to set up workflows that save time and encourage engagement.

Here are a few ways you can use automations:

- [Award a badge](#) when someone completes a course or a challenge
- Automatically send a welcome DM when someone joins
- Invite members to a higher level course after they complete your intro course

[Learn more about Automations](#)

Monetizing Your Mighty Network with Plans

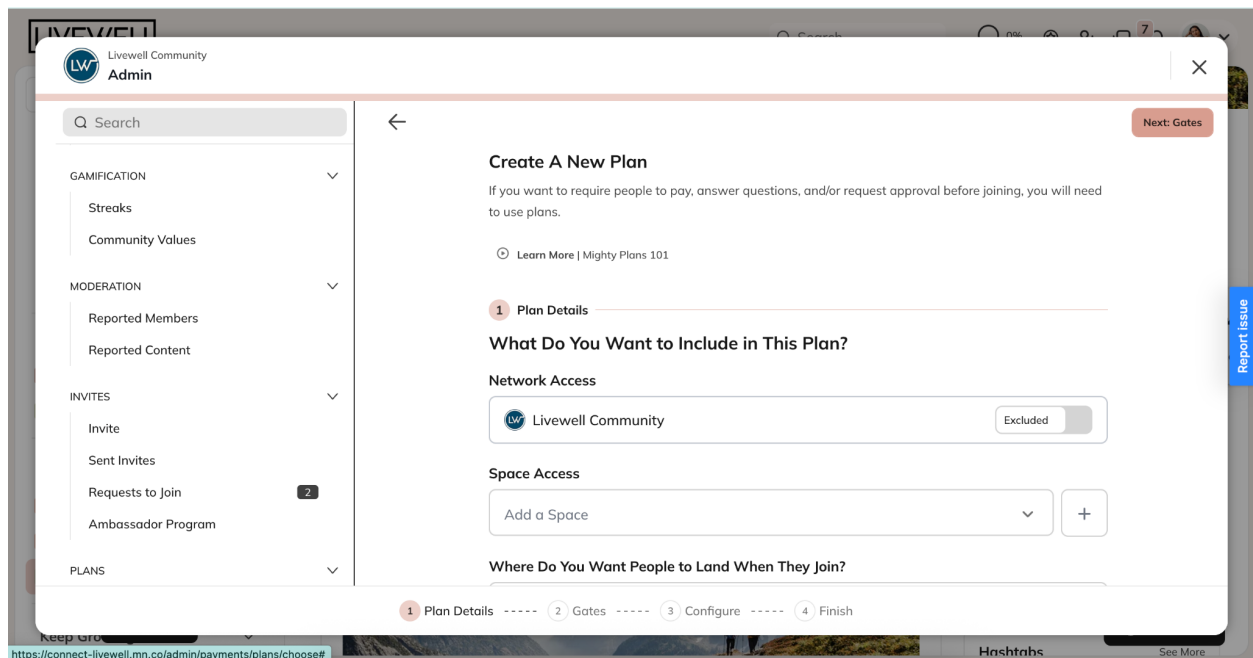
If you want to charge for access to your Network or a Space, you can [Create a Plan](#).

Plans offer the most options and flexibility for gating access to your Mighty Network, Spaces, or both.

Use plans if you want to require people to do one or more of the following when joining:

- Pay (Payments gate)
- Answer questions (Screening Questions gate)
- Request approval (Approval gate)

You can set [where Plans appear for people to join](#), or choose to make them accessible by a link only and share that link with specific groups of people.



[Learn how to create a Plan](#)

Integrations, Gamification and Embeds

Mighty Networks connects with external tools to help you automate and enhance your community.

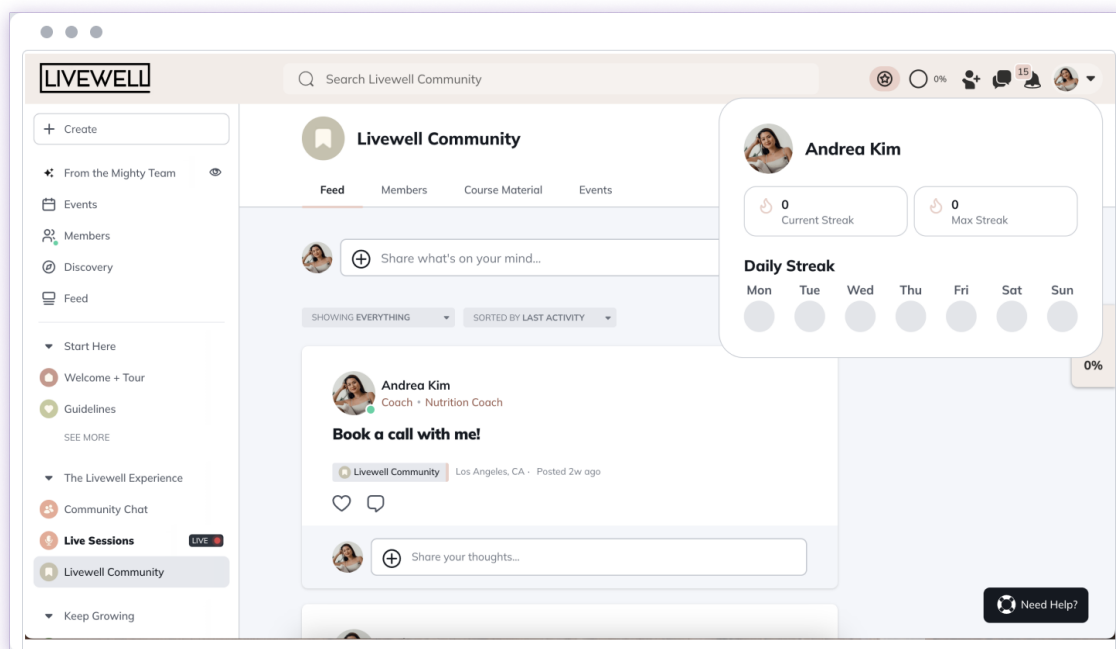
Integrations

- [Zapier](#) connects your Mighty Network to over 2,000 apps like Mailchimp, Salesforce, and Google Sheets
- [Kit](#) lets you quickly add content from your community into your email campaigns, and sync links
- [Affiliate Programs](#) can help you reward members for referrals using Rootabl or Rewardful

Gamification

[Enabling gamification](#) in your Mighty Network allows members to **track streaks and streak milestones** and **earn points so that they can recognize other members**.

Streaks allows members to track their daily visits to your Mighty Network to keep them motivated and coming back every day. When members hit a certain streak milestone, a special emoji will appear next to their name on posts, comments, chat, and on their profile.



Embeds

You can thousands of supported [tools and content](#) inside your Mighty Network, including:

- **Videos** (YouTube, Vimeo, Wistia)
- **Calendars & Scheduling** (Calendly, Google Calendar)
- **Surveys & Forms** (Typeform, Google Forms)

- **Audio & Playlists** (Spotify, SoundCloud)
- **Docs & Resources** (Google Drive, PDFs, Notion)

[Learn more here](#)

Inviting Your First Members 🚀

Once everything is set up, you can start inviting people to join!

If you're using **plans** to gate access, make sure your plans are visible if you want people to join them easily. Or, you can use **Invite to Plan** or the **Plan Share Link** if you want to invite specific people to join.

If your Network is set to **invite-only**, go to Network Admin > Invite Members and share your invite link, send email invites, or upload a CSV file.

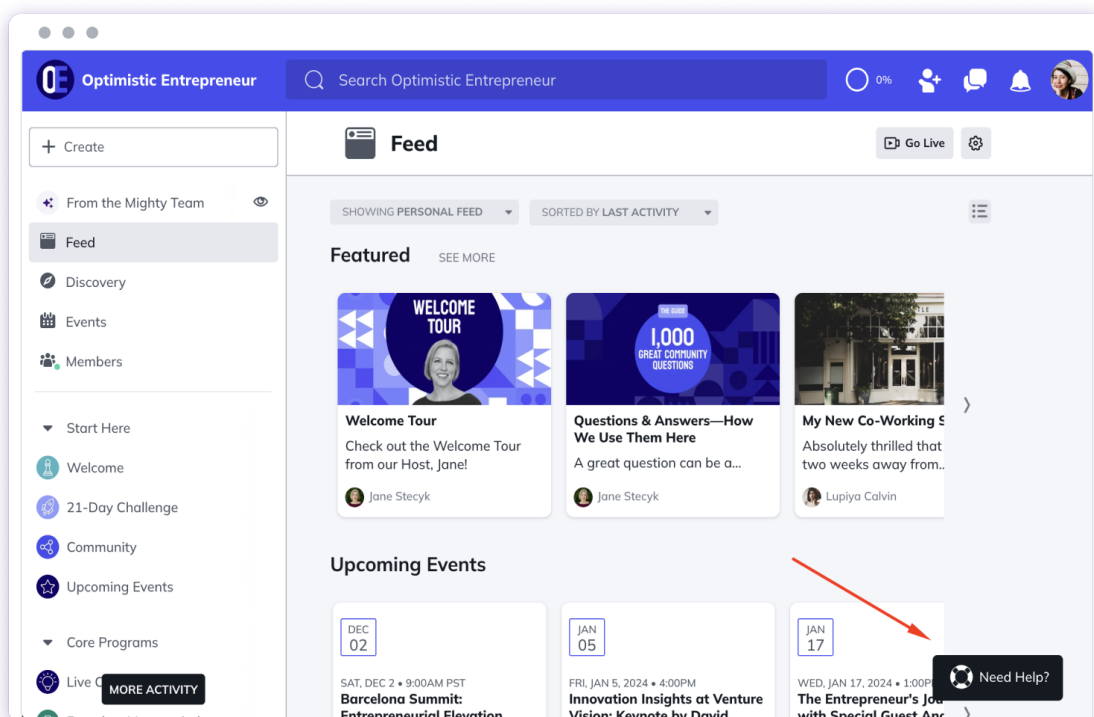
Common Questions

- ◆ **How many Spaces and Collections should I have?** → Keep. It. Simple. The fewer Spaces you have to start, the more your engagement is concentrated. We recommend a Space for members to connect (like a chat or a feed but not both) and a Space to host events as the setup for your “minimum viable community.”
- ◆ **Should I charge for my community right away?** → We recommend it. Paid communities on Mighty have 50% *more* engagement than free or freemium networks.
- ◆ **What if I get stuck?** → Use the **Chat with Cohost** Space right inside your Network to brainstorm and workshop. It's been fed everything we know about running killer communities, memberships, and courses (and we know a lot!).
- ◆ **Robots are fine but can I talk to a real person?** → Heck yeah. Come workshop with us live at one of our [Mighty Community](#) events. You can also use the **"Need Help" button** you see inside your Mighty Network to speak with our advocacy team.
- ◆ **What if no one engages?! What do I do?** → Deep breaths. Stay curious. Schedule polls & questions every other day for a month and notify all members to spark discussions, and

reach out to individual members to understand their motivations and what would get them engaged.

How to Get Help

At any point if you need to chat with someone from the team, reach out to us in the “Need Help” button in the lower right corner when you’re logged in on the web. On mobile, go to your profile > Help Center to start a chat with our team .



Next Steps

- Join [Mighty Community](#) to connect with other Hosts on Mighty
- Attend a [Mighty Introduction Event](#)

Your Mighty Network is set up and ready to grow. 🙌