

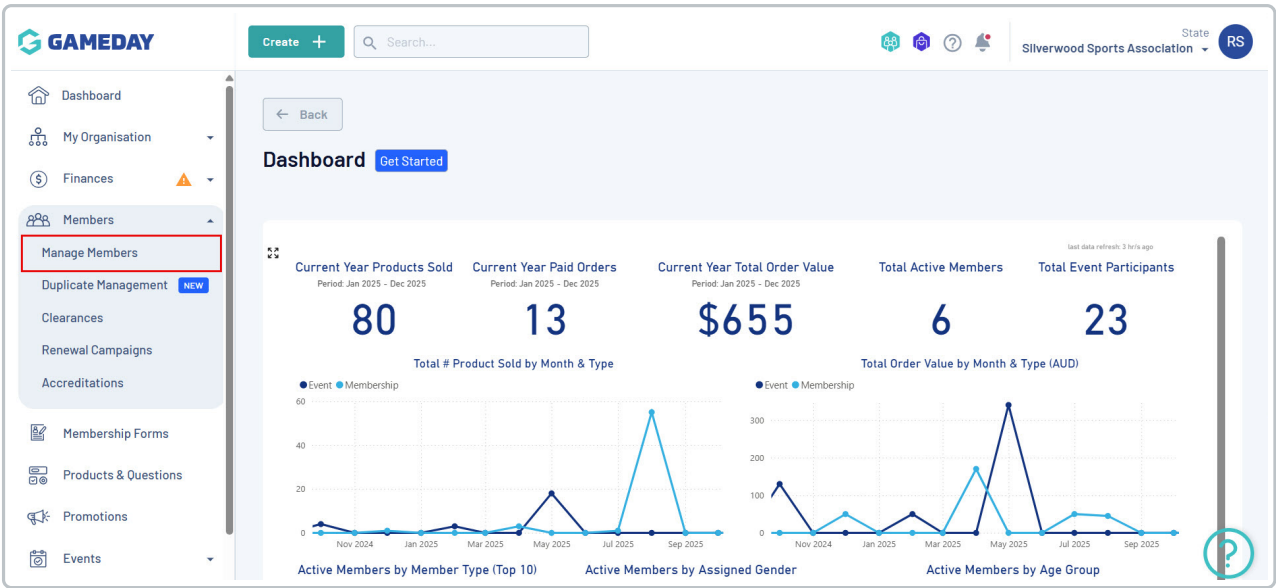
How do I view a document on a member's record?

29/09/2025 2:24 pm AEST

GameDay administrators can view, download, edit, and delete member documents, provided the admin that originally uploaded the document has granted permission to do so.

To view, edit or delete a document on a member's record:

1. In the left-hand menu, click **Members > MANAGE MEMBERS**



2. Find the relevant member and click **VIEW**

The screenshot shows the GameDay Members page for Silverwood Sports Association. The 'Members' tab is selected, and the 'Profile List' sub-tab is active. A table of members is displayed, with the 'View' button highlighted for each row.

Photo	Name	First Name	Last Name	Gender at Birth	Gender Identity	Date of Birth	View
	Aaron Johnson	Aaron	Johnson	Male	Male	01/06/2006	View
	Aaron Johnson	Aaron	Johnson	Male	Male	01/06/2016	View
	Adam Bates	Adam	Bates	Male	Female	01/06/2006	View

3. Click the **DOCUMENTS & NOTES** tab

Member Details

Member Activity

Orders/Transactions

Memberships

Events

Add-on Products

Documents & Notes

Basic Details

Parents/Guardian Details

Emergency/Medical Details

Preferences

Other

Legal Name *

Alex Barton

DOB (Age) *

25/07/2018 (5)

Gender

Male

Gender Identity

Male

Email

alex@email.com

4. Under the **Documents** tab, click **VIEW** next to the name of the document

Member Details

Member Activity

Orders/Transactions

Memberships

Events

Add-on Products

Documents & Notes

Documents

Notes

Add Document

Search for...

Name	File Type	Size	Category	Source	Date/Time Added	Date/Time Updated	Action(s)
TEST	png	3.86 KB	Certification	Admin	September 18th 2023, 11:22 am (AEST) <div></div>	September 18th 2023, 11:22 am (AEST) <div></div>	<div>View</div>

Show 5

Showing rows 1-1 of 1

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