



GAMEDAY

How do I update a team logo as an event manager?

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As an Event Manager, you can manually upload a team's logo on their behalf using the GameDay Admin Portal.

To update a team's logo:

1. In the left-hand menu, open the **Events** menu, then click **TEAMS**

-  Dashboard
-  My Organisation ▼
-  Finances ▼
-  Members ▼
-  Membership Forms ▼
-  Products & Questions
-  Promotions
-  Events ▲
 - Dashboard
 - Manage Events
 - Teams** NEW
 - Products & Questions
 - Communications
-  Reports

2. Click **VIEW** next to the relevant team.

Teams

Search: Type to search 

Logo	Team Name	# of Participants	Team Manager	Contact Email	Contact Phone	Action(s)
	Ballers		Harry Upton	hello@mygameday.app		View
	The Warriors		John Watson	rory.stewart@mygameday.app		View

Show 5
 Showing rows 1-2 of 2

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[Export CSV](#)

3. Hover over the logo field and click **ADD LOGO**

[Delete](#)
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[Add Logo](#)
[Active](#)

Ballers

[Team Details](#)
[Participants](#)

Team Details

Team Name * Ballers
 Team Code * ballers23
 Team Primary Contact * Harry Upton
 Team Contact Email * hello@mygameday.app
 Team Contact Number AU +61

4. Upload an image file from your device

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Ballers

Active

Team Details Participants

Team Details

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