GAMEDAY

How do I view an organisation's details in my hierarchy?

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If you are using GameDay as part of a multi-tiered hierarchy, you can view the details of any other organisation linked below you within your hierarchy.

> **Note:** Administrators cannot view the details of organisations that are above, or next to their organisation through their GameDay login.

To view a lower-level organisation's details through your GameDay database:

1. Open the **My Organisation** menu, then click **MY HIERARCHY**

2. Find the organisation within the list, then click **VIEW**

3. Here, you can use the tabs along the top of the page to view various details of the organisation, including:

Overview: Basic organisation details such as name, address, contact details, Organisation ID and more

Contacts: Any Admins or Contacts they have added to their database

Sub Organisations: Any other organisations linked below it in the hierarchy

Members: A complete list of members that exist within the organisation's database

Forms: A list of Membership Forms being used by the organization; this includes forms they created from their database and forms they use that have been shared from a higher level

Products: A list of any Products the organisation has created

Documents: A record of any documents the organisation has uploaded to their database

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