



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

Last Modified on 15/11/2023 12:21 pm AEDT

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**



Dashboard



My Organisation ▲

Organisation Details

Admins & Contacts

My Hierarchy

Settings



Finances ▼



Members ▼



Membership Forms ▼



Products & Questions



Promotions



Events ▼



Reports

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

My Hierarchy [Help](#)

Organisations Hierarchy View BETA

[Create Organisation](#) Active ▾ All Organisation Types ▾ 🔍 gameday club ⚙️

| Logo | Organisation Name ▾ | Org ID | Type | Parent Organisation ▾ | Status | Action(s) |
|---|---------------------|------------|------|-----------------------|--|------------------------|
|  | GameDay Club | National38 | Club | GameDay Training | Active | View ▾ |

Show 10 ▾
Showing rows 1-1 of 1

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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

GameDay Club

Overview Contacts Sub Organisations Members Forms Products Documents



[Edit Image](#)

Name * GameDay Club

Organisation Alias

Physical Address [Enter address manually](#)

123 Cremorne Street, Cremorne, 3121, Victoria, Australia

Mailing Address

Same as Physical Address

Contact Details & Social Media

Primary Contact John Smith

Phone * AU +61 ▾ 0400 100 200

Email * support@mygameday.app



Contacts: Any [Admins](#) or [Contacts](#) they have added to their database

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GameDay Club

Overview **Contacts** Sub Organisations Members Forms Products Documents

Create Contact Active ▾ ⚙️

| First Name | Last Name | Email * | Mobile Phone * | Role(s) * | Is Primary | Admin Status | Action(s) |
|------------|-----------|------------|----------------|--------------------------|-------------------------------------|--------------|-----------|
| John | Smith | [REDACTED] | +61400100200 | Treasurer, Administrator | <input checked="" type="checkbox"/> | Active | Edit ▾ |
| Troy | Waters | [REDACTED] | +61400100200 | Administrator | <input type="checkbox"/> | Active | Edit ▾ |

Show 50 ▾
Showing rows 1-2 of 2

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

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GameDay Club

Overview Contacts **Sub Organisations** Members Forms Products Documents

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| Organisation Name | Organisation Type | Organisation Email | Account Phone | Status | Action(s) |
|-------------------|--------------------|---------------------|---------------|--------|-----------|
| GameDay Team | Club with Branches | hello@mygameday.app | +61400100200 | Active | View ▾ |

Show 50 ▾
Showing rows 1-1 of 1

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

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GameDay Club

Overview Contacts Sub Organisations **Members** Forms Products Documents

All Member Status

| Name | First Name | Last Name | Gender | Birthdate | Address | Mobile | Email | Action(s) |
|-----------------|------------|-----------|--------|------------|---------|--------------|------------------|----------------------|
| Damian Prine | Damian | Prine | Male | 01/10/2012 | | +61400100200 | damian@email.com | View |
| Con Stanley | Con | Stanley | Male | 08/12/2005 | | +61422124899 | con@email.com | View |
| April Jones | April | Jones | Female | 09/04/2008 | | +61400100200 | april@email.com | View |
| George Thompson | George | Thompson | Male | 24/07/2013 | | +61400100200 | george@email.com | View |
| Al Jones | Al | Jones | Male | 11/10/2007 | | +61400100200 | al@email.com | View |
| James Hackett | James | Hackett | Male | 04/02/2009 | | +61400100200 | jamesh@email.com | View |
| Annie Wilson | Annie | Wilson | Female | 01/07/1999 | | +61400100200 | annie@email.com | View |
| Brad Garnett | Brad | Garnett | Male | 06/07/2006 | | +61400100200 | brad@email.com | View |

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

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GameDay Club

Overview Contacts Sub Organisations Members **Forms** Products Documents

| Form Name | Member Types | Status | Registrations | Last Modified Date | Action(s) |
|---------------------------------|-------------------|--|---|---------------------------------|----------------------|
| Membership Registration | Player, Volunteer | Active | Live (1 Aug 2023 12:00 am (AEST) - 31 Dec 2023 12:00 am (AEDT)) | July 18th 2023, 11:26 am (AEST) | View |
| Membership Registration 2024/25 | Student | Draft | Closed | July 18th 2023, 8:33 am (AEST) | |
| 2023 Membership | Player, Volunteer | Draft | Live (1 Jan 2022 12:00 am (AEDT) - 30 Dec 2023 12:00 am (AEDT)) | July 5th 2023, 12:13 pm (AEST) | |

Products: A list of any Products the organisation has created

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GameDay Club

Overview Contacts Sub Organisations Members Forms **Products** Documents

🔍 Search Product Name ⚙️

| Product Name | Action(s) |
|---|----------------------|
| GameDay Club Coach Membership Fee 2024 | View |
| GameDay Club Senior Membership Fee 2024 | View |
| GameDay Club Junior Membership Fee 2024 | View |
| GameDay T-Shirt | View |

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

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GameDay Club

Overview Contacts Sub Organisations Members Forms Products **Documents**

🔍 Search for... ⚙️

| Name | File Type | Size | Category | Source | Date/Time Added | Date/Time Updated | Action(s) |
|------------------------------|-----------|----------|----------|--------|---------------------------------------|---------------------------------------|------------------------|
| Voucher Provider Application | png | 18.21 KB | Other | Admin | November 15th 2023, 12:20 pm (AEDT) ⓘ | November 15th 2023, 12:20 pm (AEDT) ⓘ | View ▾ |

Show 5 ▾
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