Child Organisations

This page provides a list of the child organisations affiliated to the current organisation, and easy access to maintain and control some of the information relating to those child organisations.

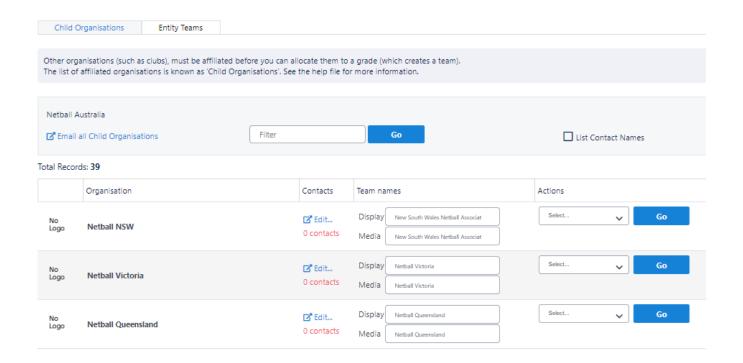


To add or remove organisations from the list, please contact support.

By default 20 organisations display on the screen at one time. To move between pages of organisations, use the paging controls that are located above and below the table of organisations.

Organisations can also be filtered by entering a filter string in the Filter text box and clicking the Go button.

For example, entering "a" in the filter text box will return all organisations that begin with the letter "a". To show all organisations, clear the entry in the filter text box and click the **Go** button.



Fields	Descriptions
Edit contacts	The people nominated by each organisation as the point of contact are listed here. These people can be emailed/sent SMS, and may optionally be listed in the PDF fixture/handbook. While each individual organisation should have the responsibility of updating this information, parent organisations can also do so by clicking the Edit link.
Team Names	 Change the child organisation names Display name - This is how the name will be displayed in fixtures and ladders. Media Name - This is how the name will be displayed in media reports (i.e. match extracts). Names may be abbreviated here to save space in media reports.
	The display name and media names can also be set at the team level via the maintain Team Settings page. For example, if a participating organisation (e.g. club) has more than one team in a grade, it can be changed accordingly. If names are not set at the team level, the names set here will apply for all teams for that organisation. To update names, click the Update Organisation Names button, that will update all organisations that are currently displaying on the page.

Actions

Administer organisation - Access the administration menu for the child organisation (equivalent to using the Administer a child organisation function on the administration home page)

User Maintenance - Access the user list for the organisation to enable maintenance of the list, lock/unlock of accounts, etc.

Send Email - Allow email to be sent to the chosen organisation.



If you want to email all child organisations, select the Email all Child Organisations link in the top left area of the page.

Edit Details - Allow administration of affiliated club/organisation and editing of names, contact, address or logo.

View Grade Allocation - Display a quick summary of grades allocated to a particular child organisation.

Set Default Venue - Allow allocation of a venue as default choice in any grading/fixturing for the club otherwise configured.

Any changes must be saved before moving off the page (e.g. by moving to another page of organisations, or using the filter text box).

Click the **Update Organisation Names** button to save changes.

