

# Manage Organization Admins

As an Organization Administrator, you can invite other people to be Org Admins at your organization.

## View Admins

Visit the Admins Tab in the left navigation to view the list of existing Admins and their Permissions.

jlive

Search by Event, Category, Organization

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Admins (43)

Admins have access to this organization and all child organization pages.

ADD NEW MANAGER

PERMISSIONS

INVITATIONS

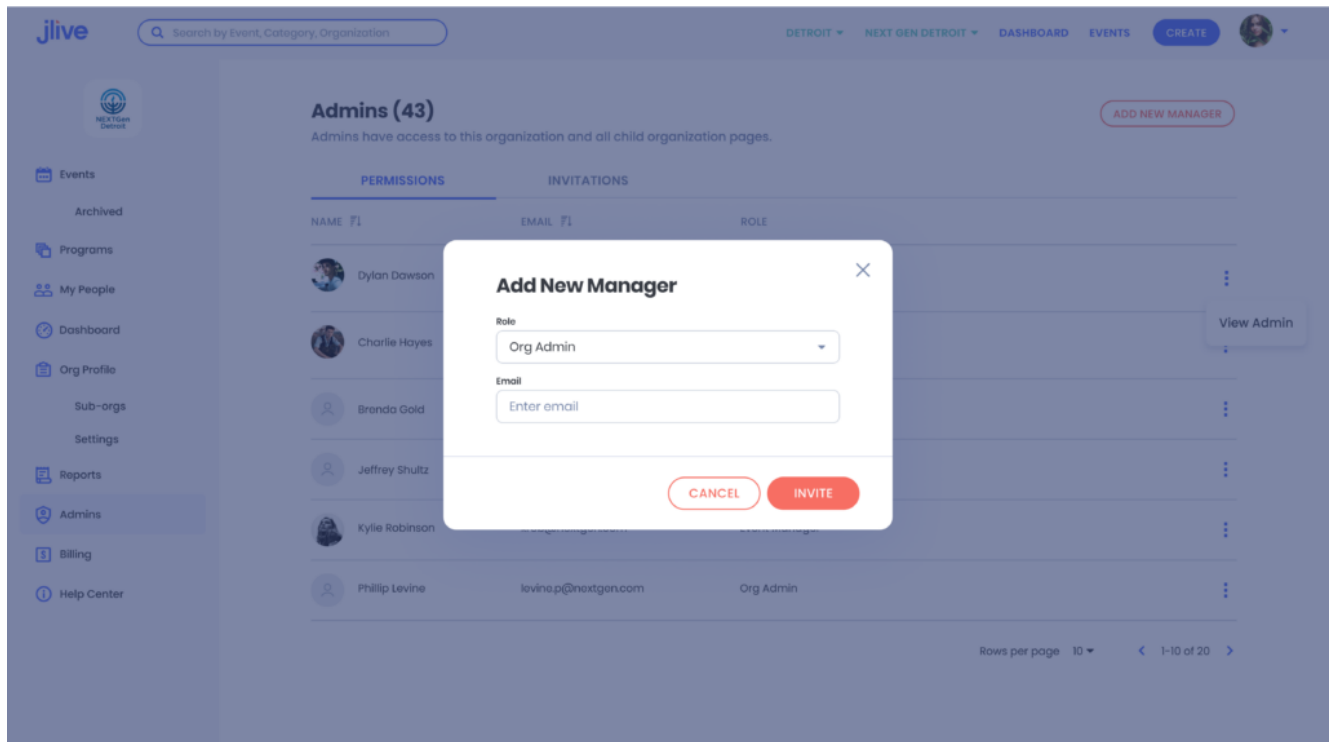
NAME	EMAIL	ROLE
Dylan Dawson	dylan@nextgen.com	Event Manager
Charlie Hayes	chayes@nextgen.com	Event Manager Org Admin
Brenda Gold	goldie9@nextgen.com	Org Admin
Jeffrey Shultz	jshultz@nextgen.com	Event Manager
Kylie Robinson	krrob@nextgen.com	Event Manager
Phillip Levine	levine.p@nextgen.com	Org Admin

View Admin

Rows per page 10

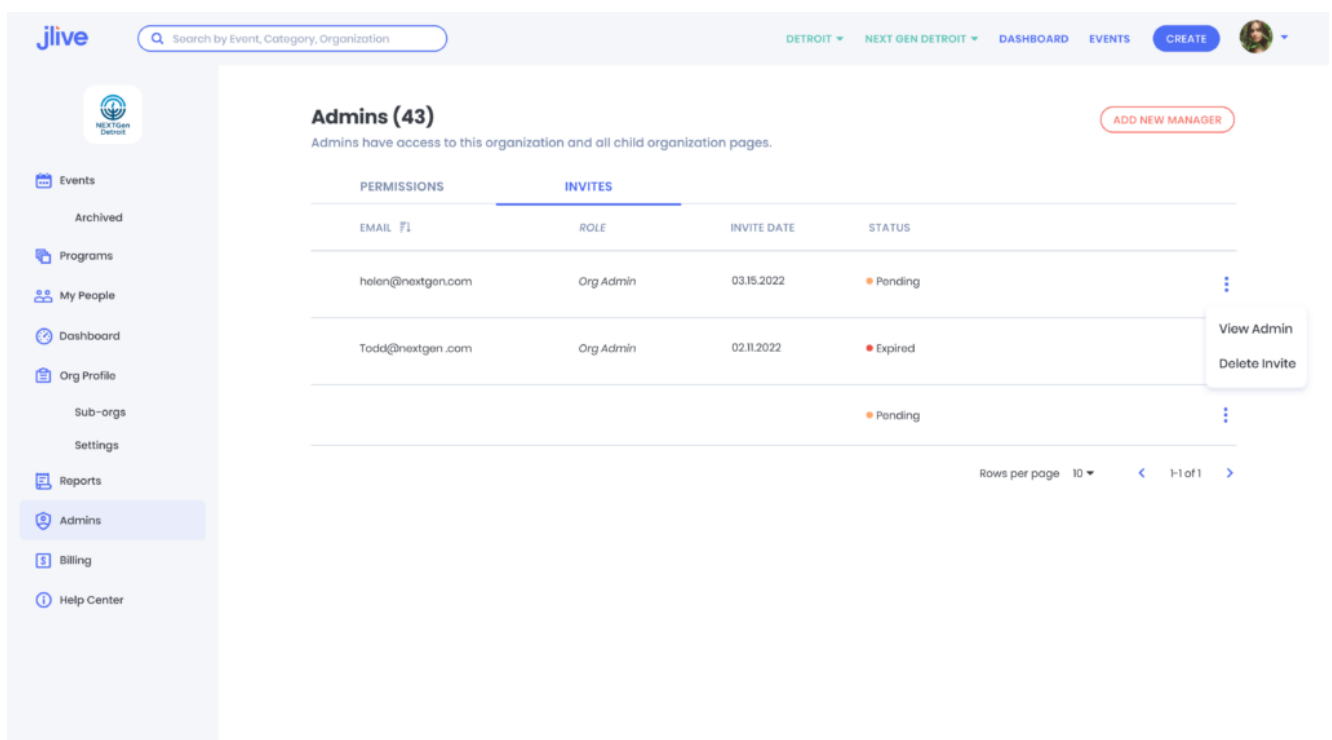
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## Invite Admin



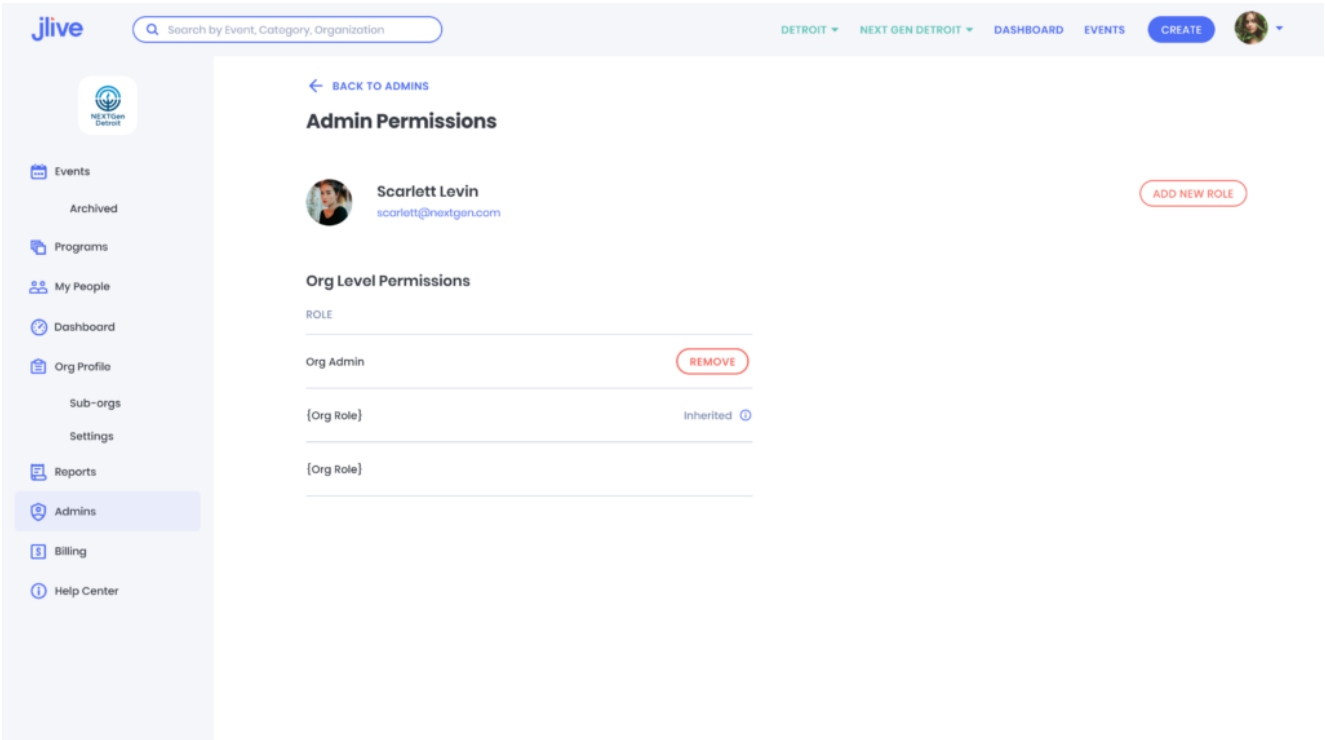
## View Invites

From the Admins page, click the **Invitations** Tab. Admins will only be granted permission to your organization after they Accept the Invitation by clicking the link their their Invite email. Invites expire after 2 weeks. You may also delete an invitation.



# Revoke Permission

From the Permissions Table, click to **View Admin**, then click the **Remove** button in order to revoke an existing permission.



You can also