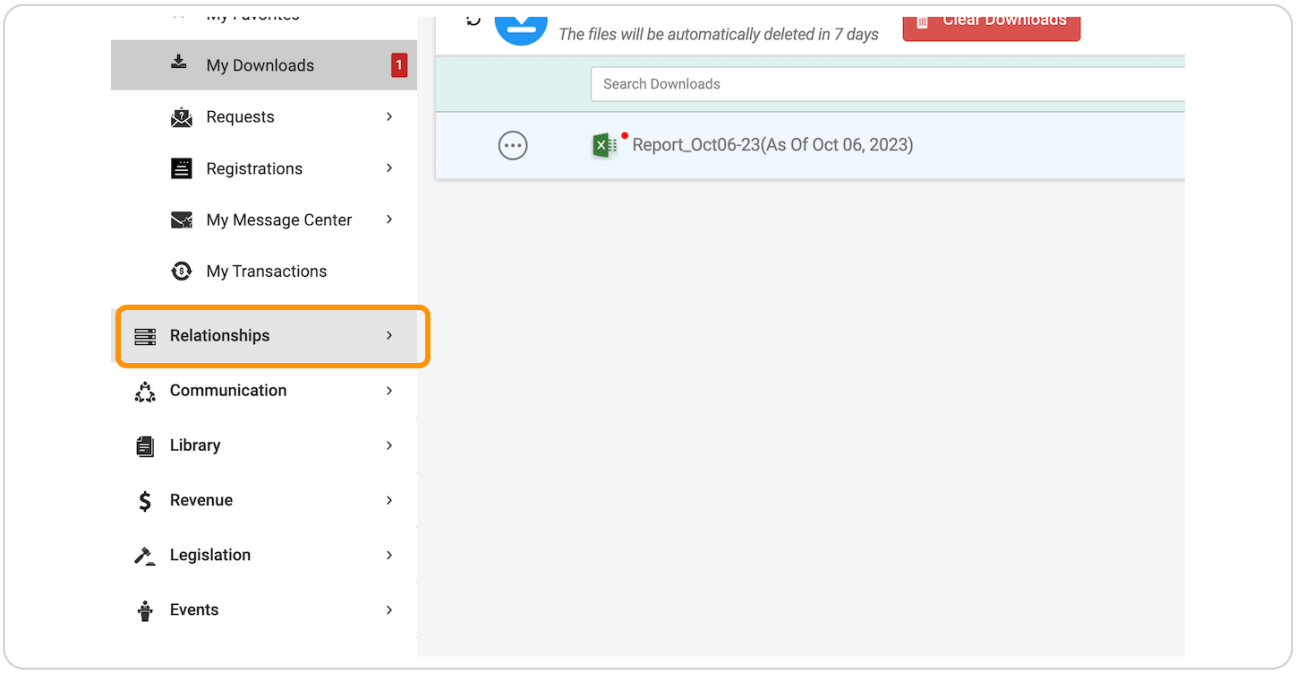
How to add or remove a person to an organization

8 Steps View most recent version

Created by	Creation Date	Last Updated
Engagifii Inc.	October 9, 2023	October 9, 2023

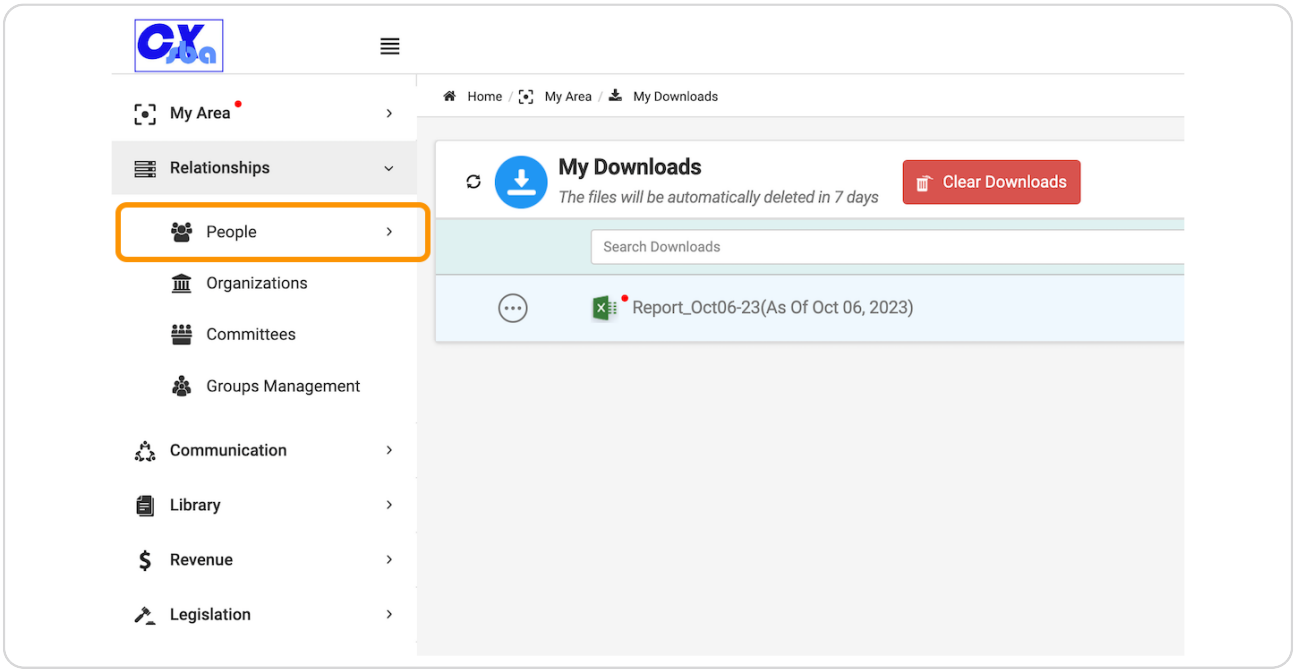
STEP 1

Click on Relationships



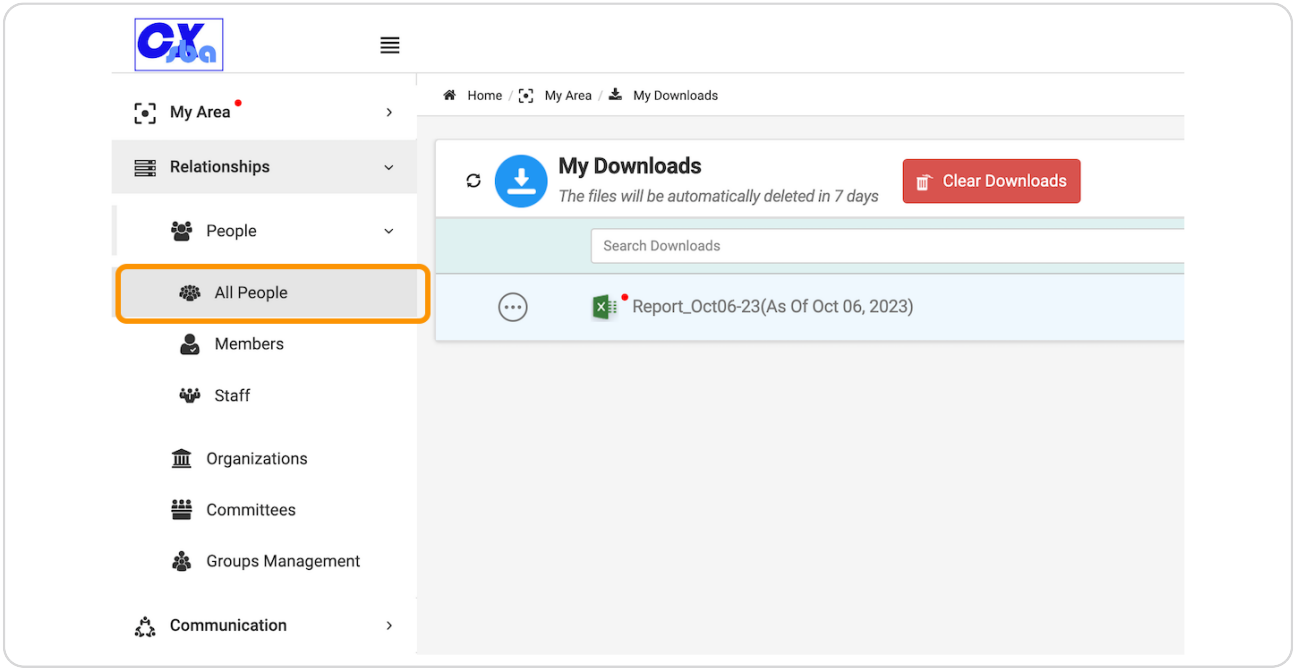
STEP 2

Click on People



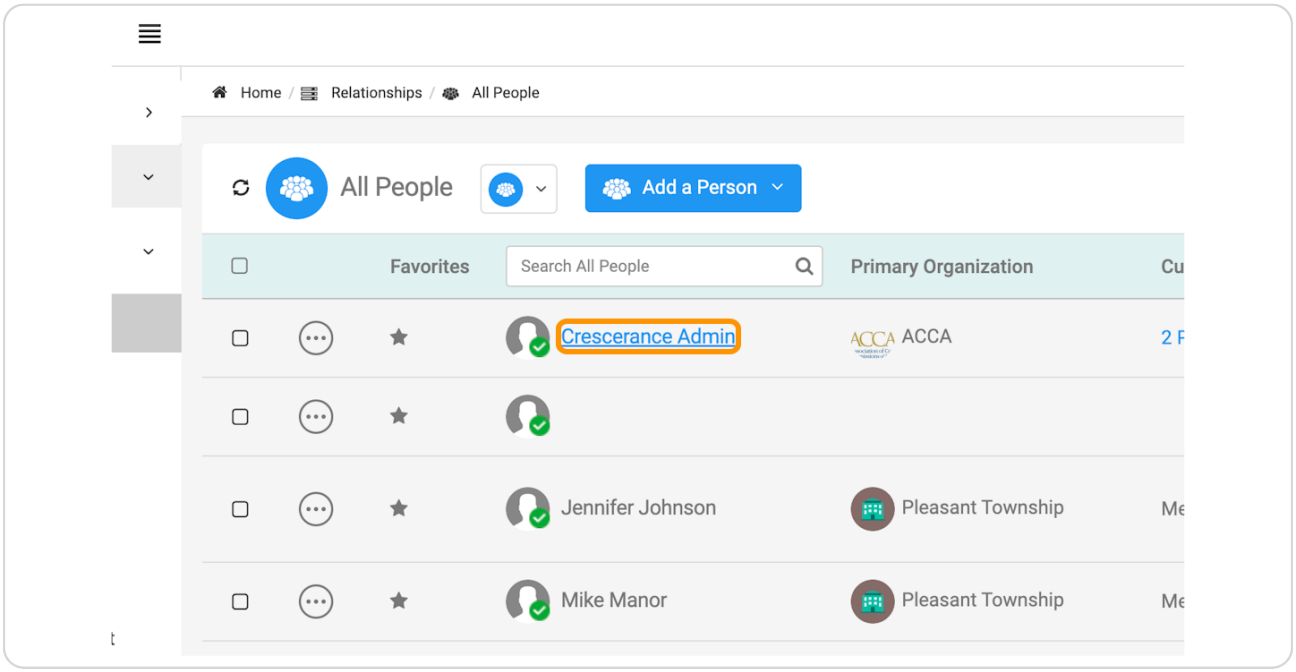
STEP 3

Click on All People



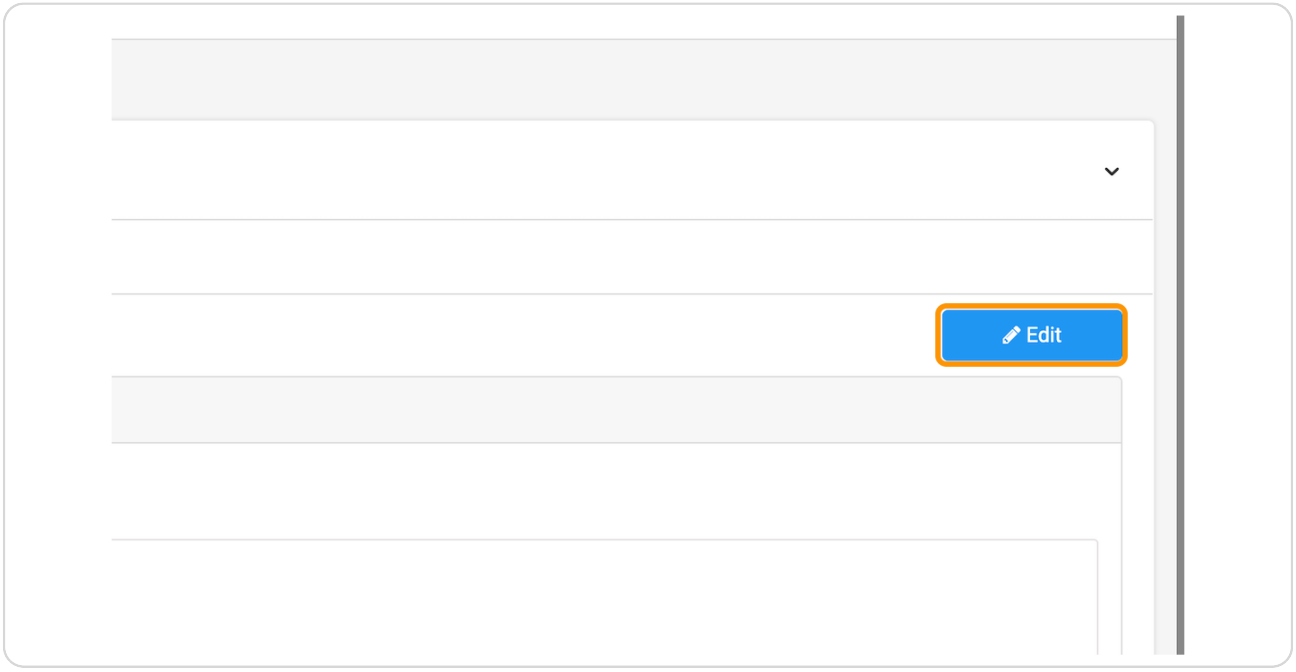
STEP 4

Click on the person's record



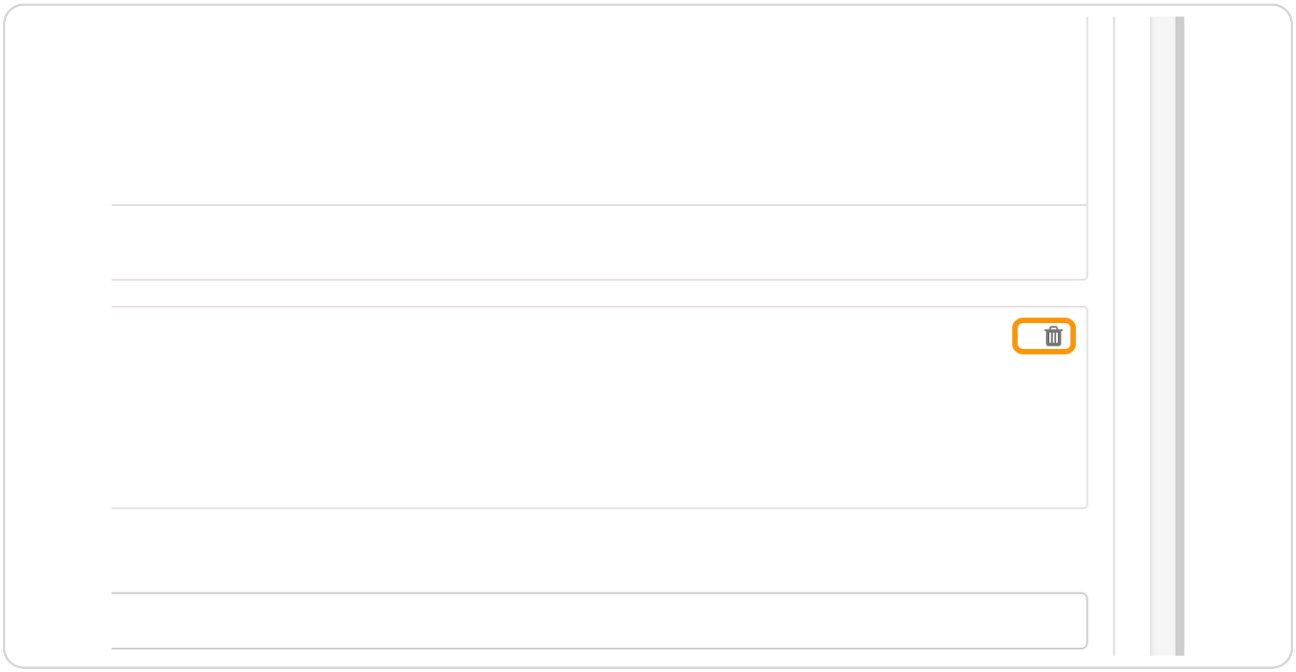
STEP 5

Click on Edit



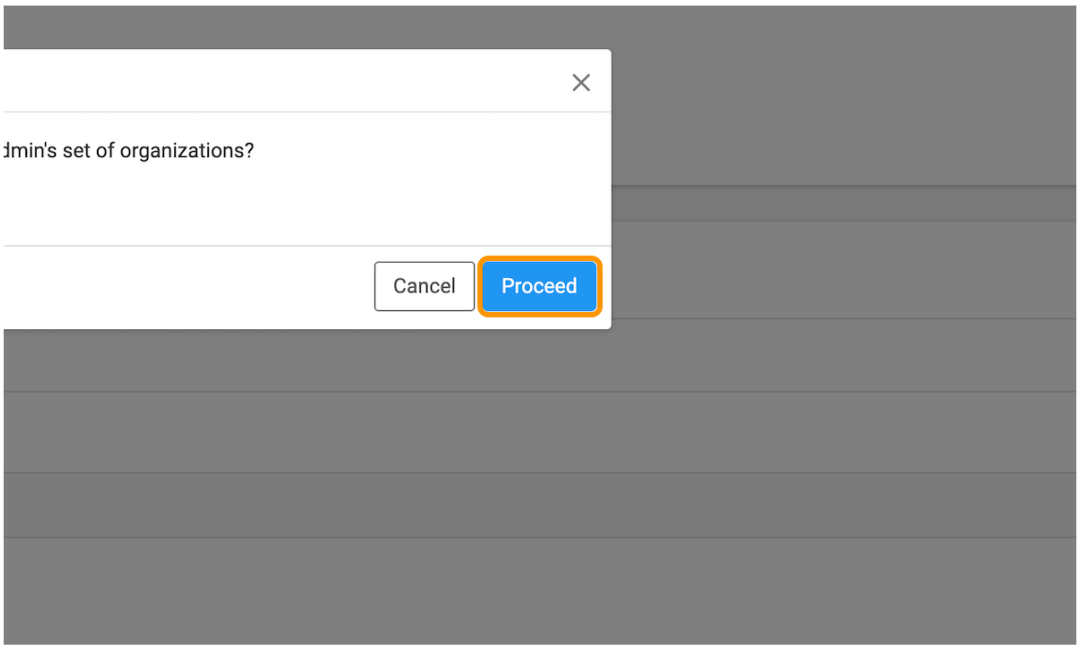
STEP 6

Locate the bin button, and delete the organization



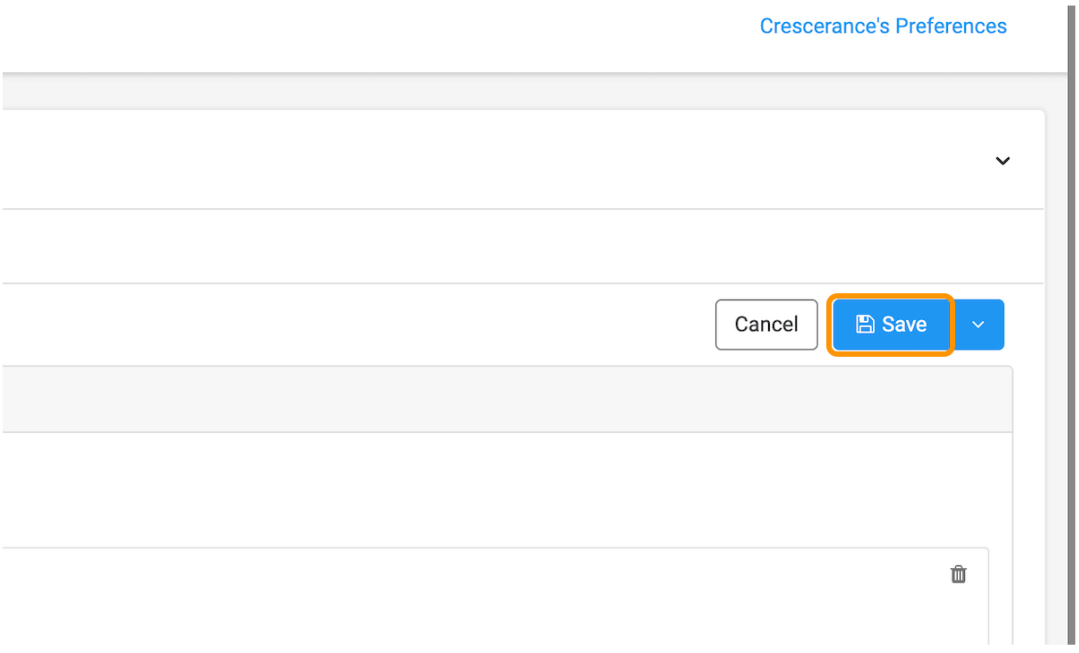
STEP 7

Click on Proceed



STEP 8

Click on Save



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