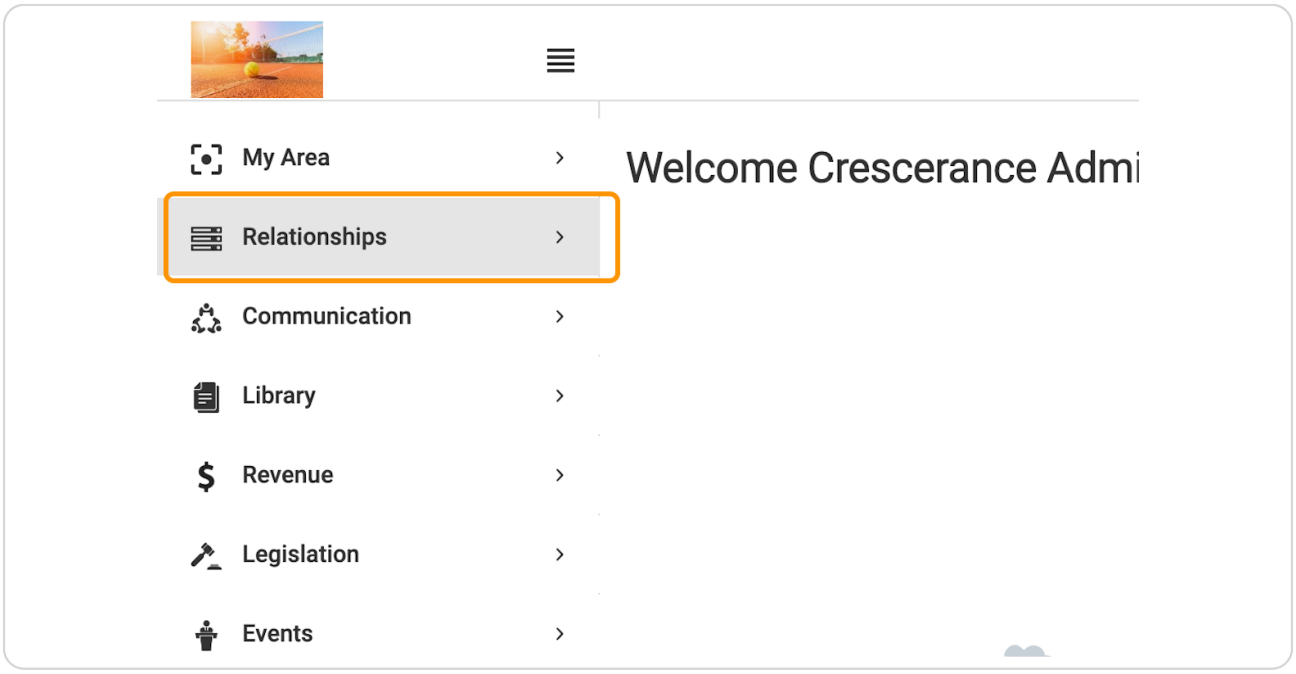
Updating Organization Names

7 Steps View most recent version

Created by	Creation Date	Last Updated
Engagifii Inc.	September 28, 2023	September 28, 2023

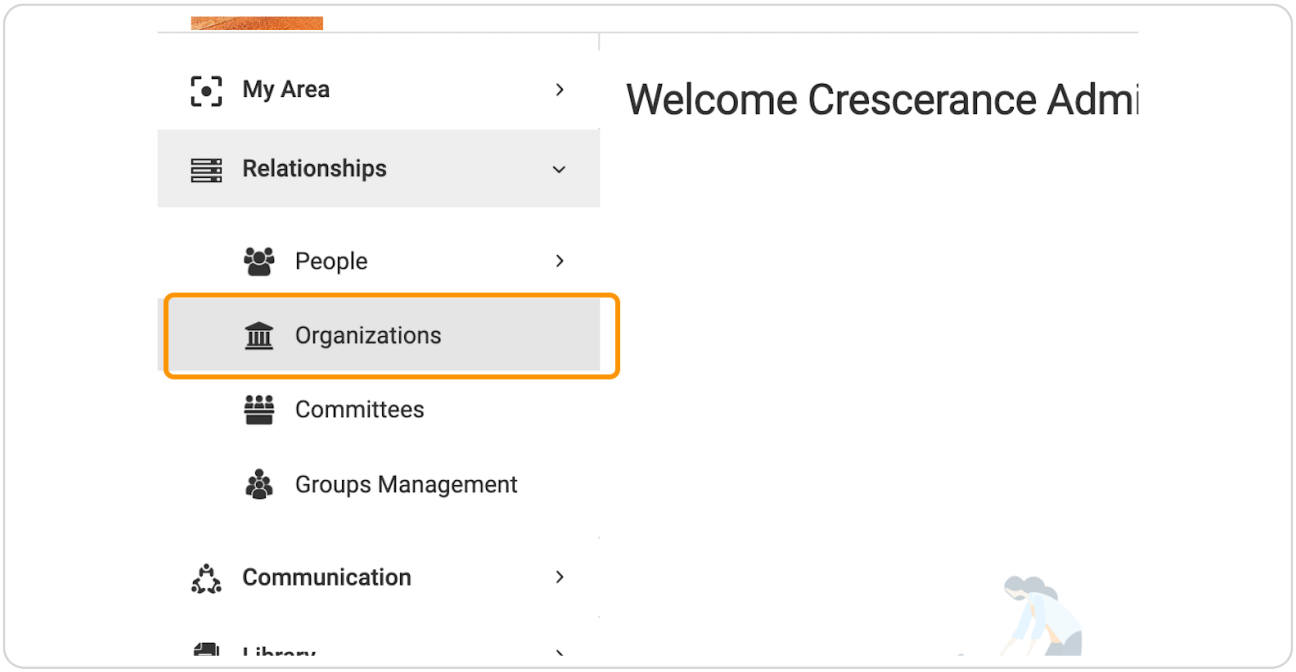
STEP 1

Click on Relationships



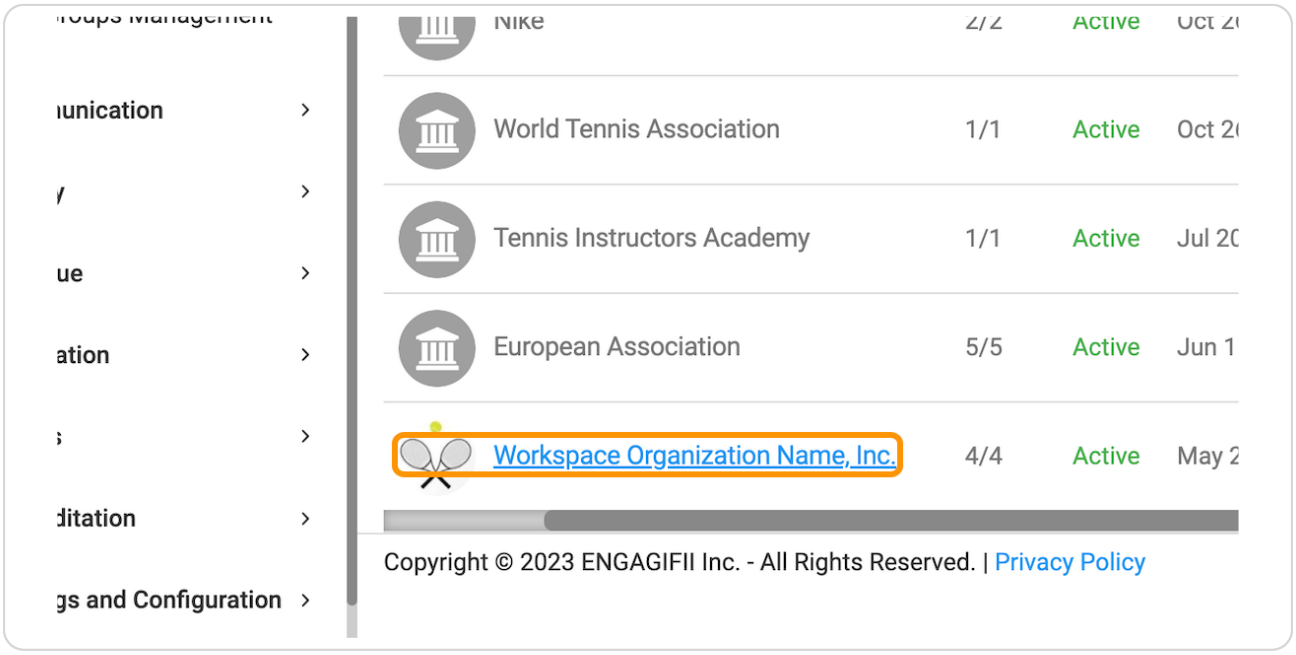
STEP 2

Click on Organizations



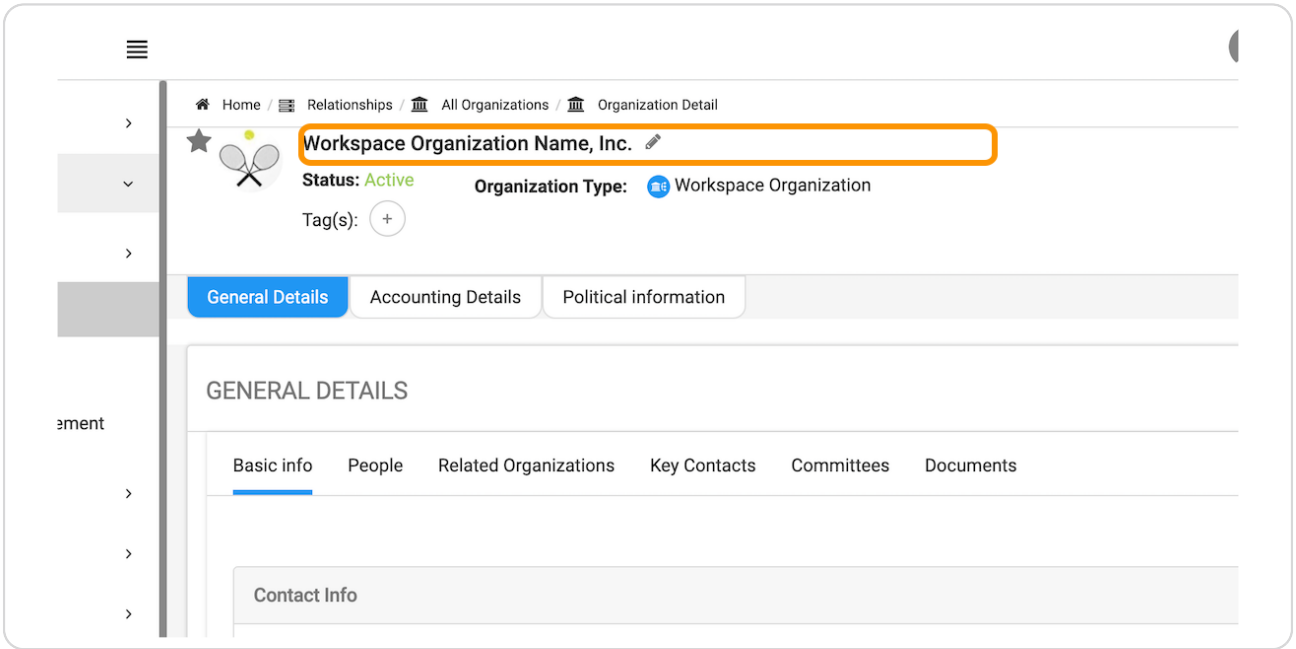
STEP 3

Click on the organization that you wish to update in order to view the organization detail page.



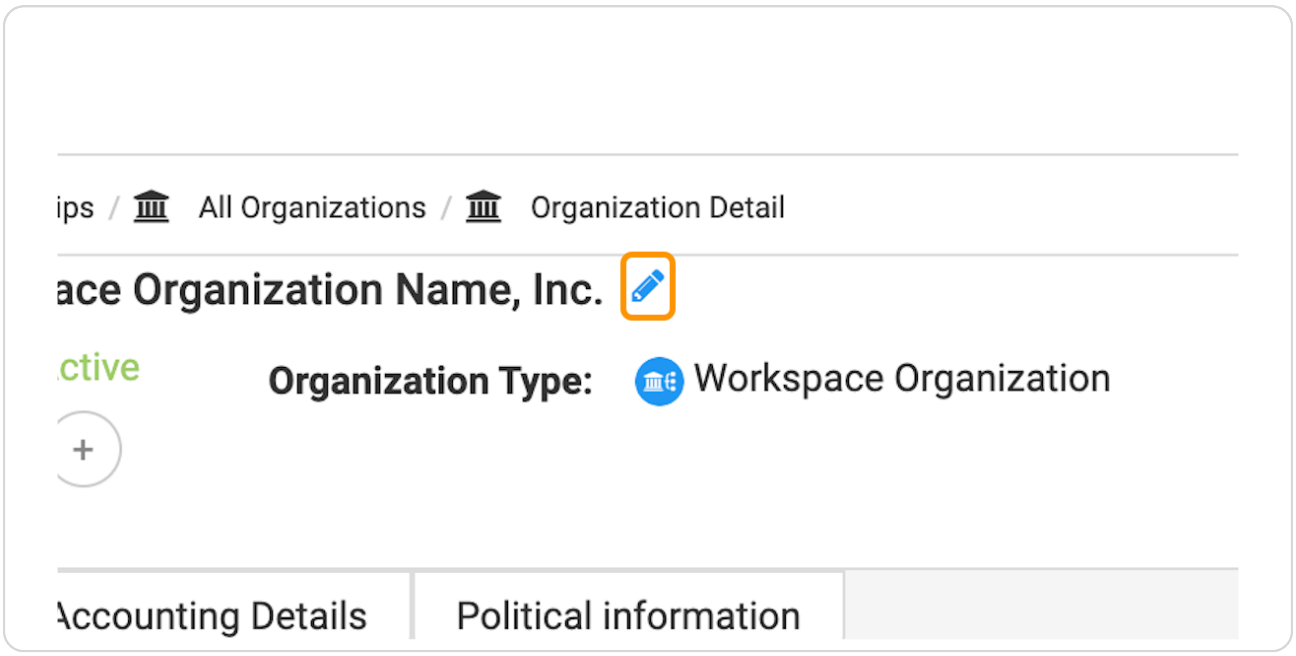
STEP 4

Click on the pencil icon next to the organization's name.



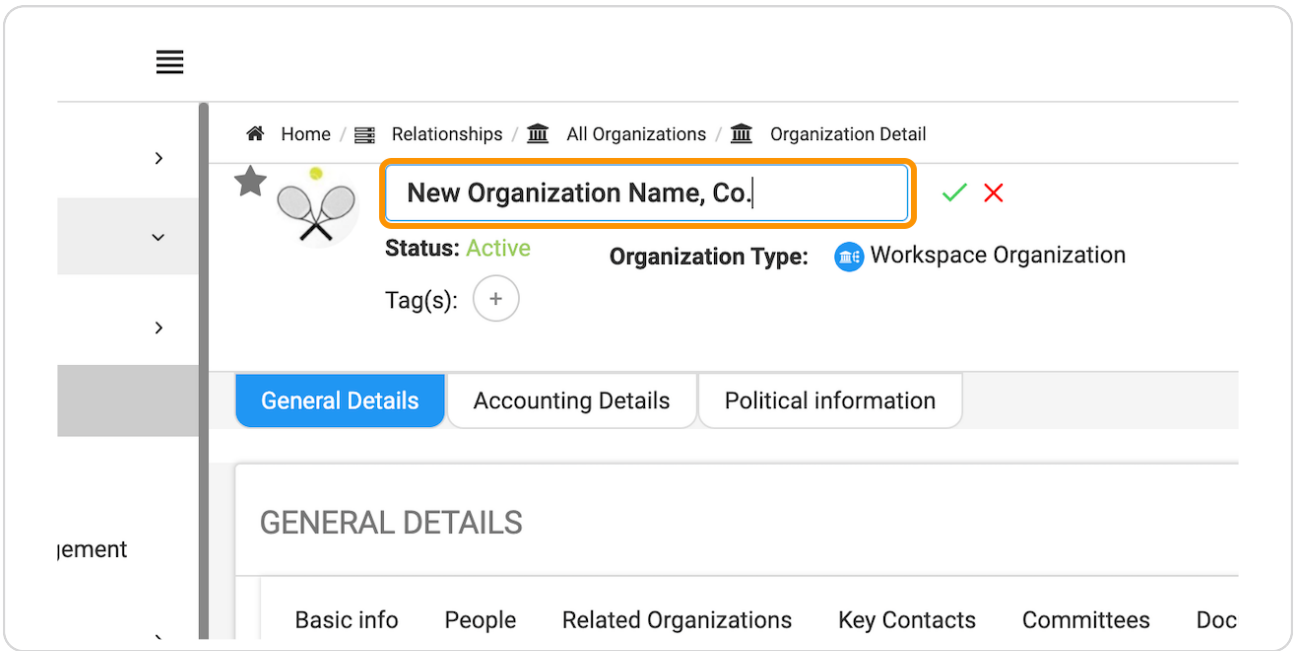
STEP 5

Click on highlight



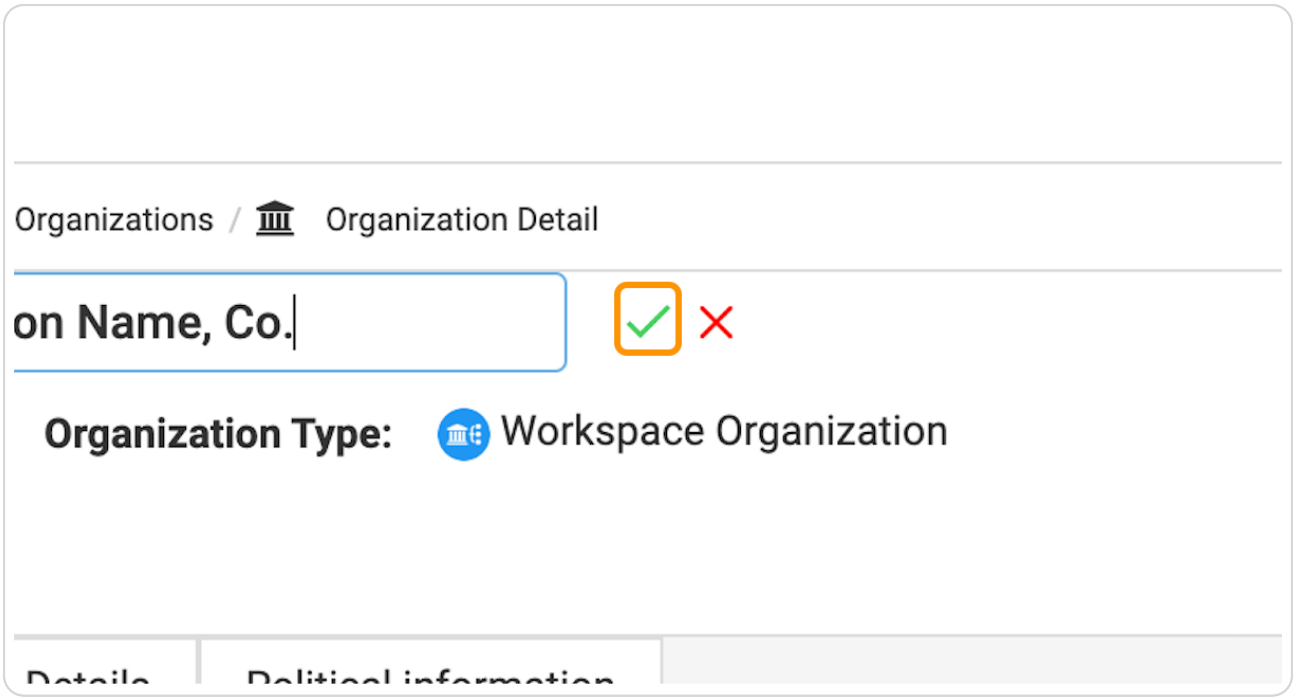
STEP 6

Input the new organization name and then click the green check mark to save changes.



STEP 7

Click on highlight



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