










# Manage My Referrals

## How do I rearrange referral types?

To rearrange referral types, follow these steps:

1. Go to the Admin Tools tab at the top.
2. Go to Organization Settings under the Organization Management heading.
3. Scroll down to the Referral Types heading.
4. Click and hold on the blue resize icon on the left of each referral type to move a referral type to its desired spot.

	Name	Designation	Description		
	General	Individual Member	Information regarding business opportunities to a specific member		
	Introduction Request	All Members			
	Introduction Request	Individual Member			

Didn't find what you're looking for? [Contact Biznomos Support](#) online or call toll-free at [1-800-232-3989](tel:1-800-232-3989) for additional help.

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