

# Member Management










## How do I edit a member type?

To edit a member type, 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 Member Types heading.
- 4. Click on the yellow pencil icon.

Member Types

ADD MEMBER TYPE

Name	
Main Member	 
Executive	 
Alternate	 
Editor 	 

- 5. Change the Member Type Name.
- 6. When finished, click on the green Update Member Type button.

## Edit Member Type

Member Type Name \*

Alternate

UPDATE MEMBER TYPE

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.

Unique solution ID: #1020  
Author: n/a  
Last update: 2024-05-29 19:19