Download data for an organization

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This guide explains how to download data for an organization in Stella Care's **Administration System**. The function is used to export an overview of devices, citizens, and activity within a given organization — for example, for documentation, reporting, or quality assurance purposes.

How to download data

1. Go to the **Organizations** menu on the left side of the Administration System.
2. Find the organization you want to download data for.
3. Click the **download icon** (⬇) next to the organization.
4. The system will automatically generate a data file.
5. Once the file is ready, you will be prompted to choose where to save it on your computer.

What the data file contains

Depending on the size and structure of the organization, the data file may include:

- A list of all devices linked to the organization.
- The status of each device (active, paused, inactive).
- The number of citizens and their associated devices.
- Information about sub-organizations and their connected devices.

Tips

- Use the data file to get a clear overview or share updated information with colleagues or management.
- If the download takes a long time, it may be due to a large number of active devices — wait a moment and try again.
- Make sure to store the file securely, as it may contain sensitive personal information.

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