Overview of organizations and sub-organizations

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This guide explains how to get an overview of organizations and sub-organizations in Stella Care's [Administration System](#). The function allows you to see how the organization is structured and how many devices and citizens belong to each level.

How to view the organization overview

1. Go to the **Organizations** menu on the left side of the Administration System.

2. You will see a list of all organizations you have access to.

3. Use the search field at the top to find a specific organization.

4. Click the **expand icon** next to the organization you want to view — its sub-organizations will appear directly below.

5. Continue clicking expand to view deeper levels until you reach the desired sub-organization.

What you can see in the organization overview

- **Customer:** The name of the customer or municipality the organization belongs to.

- **Number of devices:** Shows how many devices are linked to the organization, including any that are paused.

- **Sub-organizations:** Displayed as indented lines beneath the main organization.

- **Data export:** Click the download icon to export a data file for the selected organization.

- **Edit:** Click the edit icon to modify organization details (requires administrator rights).

- **Delete:** Click the trash icon to delete the organization (requires administrator rights).

Tips

- Use the search field to quickly find organizations in large structures.

- Click expand to explore sub-levels without losing the overall overview.

- The number of devices and their status (active/paused) provides a quick snapshot of the organization's activity level.

- Only users with the correct permissions can create, edit, or delete organizations.

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