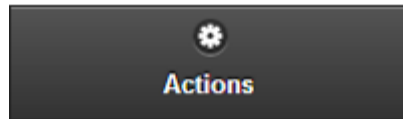


Distributor Actions

help.grandcare.com → help for professional care managers → distributor actions

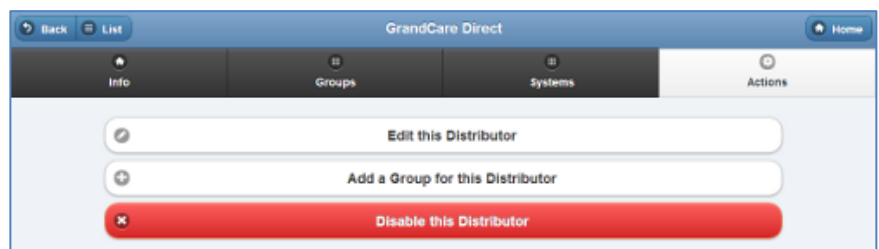


Overview

Click the "Actions" tab to access the operations for managing the Distributor.

Distributor Actions

- **Edit this Distributor** - Click the "Edit this Distributor" button to change the name or contact information for the Distributor.
- **Add a Group** - Click the "Add a Group for this Distributor" button to add a new Group under this Distributor. You will be prompted for the information necessary to create a new Group.
- **Disable this Distributor** - Distributors can be disabled, rather than deleted, which means they can be re-activated in the future. To disable a Distributor, click the "Disable this Distributor" button. Only users with the role of Admin for the Server can disable Distributors.



GC-01-OUM-0058 Rev A (copy)