



# HOLON USER GUIDE

## Switching Organizations

Version 01  
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# Switching Organizations

## 01 Overview & Entry Points

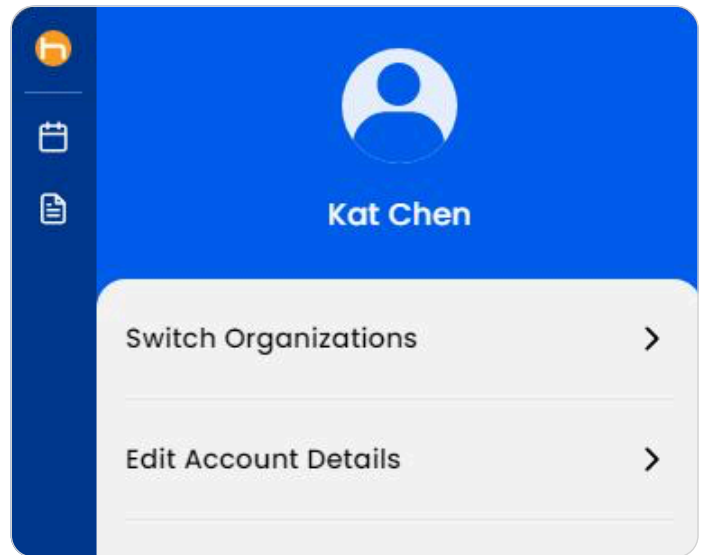
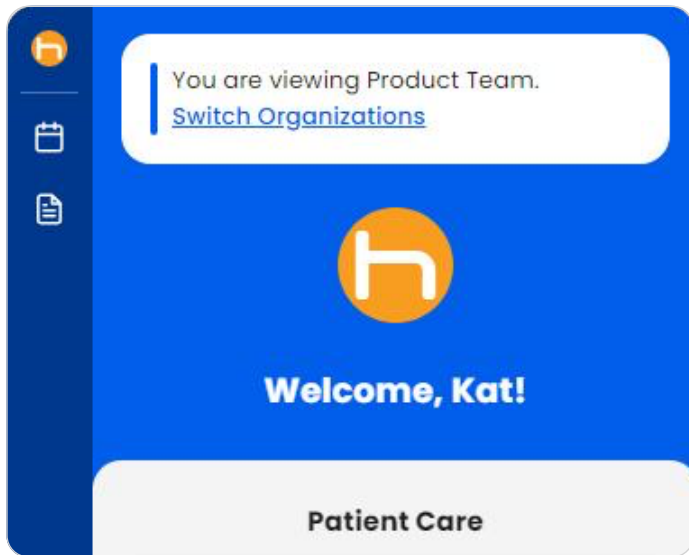
Holon's **Switch Organizations** feature allows users to change which organization they're viewing in the Holon app.

There are two different ways to access the Switch Organizations feature in the Holon app: Through an alert on the Home page, or through the Profile & Settings page.

💡 Please note that the **Switch Organizations** feature is only available to users belonging to more than one organization.

**A Home:** On the **Home** page, an alert will display at the top of the app window that shows which organization is being viewed. Click the **Switch Organizations** link on the alert to open the page.

**B Profile & Settings:** On the **Profile & Settings** page, click the **Switch Organizations** tab to open the page.



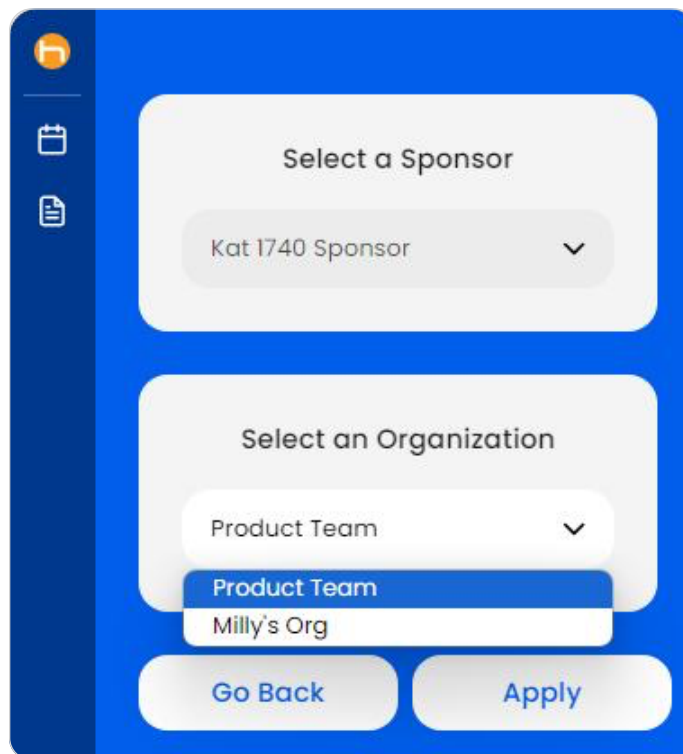
## 02 Applying selections

**Switching Organizations:** On the **Switch Organizations** page, two sections will display: **Select a Sponsor** and **Select an Organization**.

Click on the dropdown arrow in either of these sections to view the sponsors / organizations available for switching.

💡 Please note that the dropdown arrows will only be selectable if there are sponsors / orgs available for switching on the active account.

Click the **Apply** button to save the selections made, or, click the **Go Back** button to close the **Switch Organizations** page without saving changes.



If you have any issues switching organizations in the Holon app, please submit a support ticket by visiting the Holon Help Center.

📘 Holon Help Center

[help.holonsolutions.com](https://help.holonsolutions.com)

🔑 Sign In

Sign in with your Holon app credentials