



# eFile and eServe

## HOW DO YOU ACCESS THE ORGANIZATION PAGE?

1. Login to your account and click on “My Account” dropdown and select “My Organization”

The screenshot shows the user interface of the eFile and eServe system. At the top right, there are buttons for 'BARELY BARELY' and 'LOGOUT'. Below these is a navigation bar with 'HOME', 'DASHBOARD', 'MY ACCOUNT', and 'SUPPORT'. The 'MY ACCOUNT' dropdown menu is open, showing 'My Profile' and 'My Organizations' (highlighted with a red box). The main dashboard area contains several cards for different organizations: 'eFile & eServe with the Administrative Review Board (ARB)', 'eFile & eServe with the Benefits Review Board (BRB)', 'eFile & eServe with the Employees' Compensation Appeals Board (ECAB)', 'eFile & eServe with the Office of the Administrative Law Judges (OALJ) or Board of Alien Labor Certification Appeals (BALCA)', and 'My Account'.

2. From the My Organizations page click on the organization name to view the details.

### My Organizations

[Add Organization](#) [Search Organizations](#) [Help](#)

Organization	Type	Website	Contact Name	Contact Email	Contact Number	Address	Actions
Wingstein and Dragger Attorneys of Law	Public		Tiju Issac	tjutester123@gmail.com	1154525255	56 Constitution Ave , Peachtree City , GA 30268 , Idaho , United States	Edit



# eFile and eServe

- Users will be displayed with the details page of the organization and click on the View More Organization Details button.

**Organization Details**

Name	Wingstein and Dragger Attorneys of Law
Website	
Organization Email	info@wingstein.com
Contact Name	Tiju Issac
Contact Number	1154525255
Organization Type	Public
Address	56 Constitution Ave , Peachtree City , GA 30268 , United States

[View More Organization Details](#)

[Add Members](#)
[Edit Organization](#)
[Manage Administrators](#)
[Manage Mailboxes](#)

**Administrators**

Name	Email	User Type	User Role	Created On
Tiju Issac	tjutester123@gmail.com	Individual	Public	10/14/2020 - 02:05 EST

**Active Members**

Name or Email  
 [Search](#)

Name	Email	User Type	User Role	Created On	Actions
Carol Max	caroltester001@gmail.com	Attorney	Trusted	07/14/2020 - 03:57 EST	<a href="#">Edit</a>   <a href="#">Remove</a>
Joseph Joseph	rahultester002@gmail.com	Attorney	Public	07/22/2020 - 10:28 EST	<a href="#">Edit</a>   <a href="#">Remove</a>
Tiju Issac	tjutester123@gmail.com	Individual	Public	10/14/2020 - 02:05 EST	

**Join Requests**

Name or Email  
 [Search](#)

Name	Email	User Type	User Role	Created On	Actions
There are no join requests to this organization.					

Note: Red colored emails show a mismatch with the organization domain.

**Pre-Approved Members**

Email  
 [Search](#)

Email	Status	Created On	Actions
digger@gmail.com	PENDING	10/14/2020	<a href="#">Remove</a>

- The full details of the organization will be displayed.

## Full Organization Details

Organization Name	Wingstein and Dragger Attorneys of Law
Address	56 Constitution Ave , Peachtree City , GA 30268
Country	United States
State	Idaho
City	Chicago
Zipcode	12345
Organization Email	info@wingstein.com
Organization Type	Public
Website	
Administrator 1 Name	Tiju Issac
Administrator 1 Email	tjutester123@gmail.com
Administrator 1 Contact Number	1154525255
Administrator 2 Name	
Administrator 2 Email	
Administrator 2 Contact Number	