



eFile and eServe

HOW DO YOU ACCESS THE ORGANIZATION PAGE?

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

The screenshot shows a user dashboard with a blue navigation bar at the top containing 'HOME', 'DASHBOARD', 'MY ACCOUNT', and 'SUPPORT'. Below the navigation bar, there is a 'Dashboard' section with a 'MY ACCOUNT' dropdown menu. The dropdown menu is open, showing 'My Profile' and 'My Organizations', with 'My Organizations' highlighted by a red box. Below the dropdown, there are two main cards: one for eFile & eServe with the Office of the Administrative Law Judges (OALJ) or Board of Alien Labor Certification Appeals (BALCA), and another for 'My Account'.

2. My Organization main page will be displayed and click on the organization name to see details of the organization

My Organizations

Organization	Type	Website	Contact Name	Contact Email	Contact Number	Address	Actions
Wingstein and Dragger Attorneys of Law	Court Reporter		Tiju Issac	tijutester123@gmail.com	1154525255	56 Constitution Ave , Peachtree City , GA 30268 , Idaho , United States	Edit



eFile and eServe

- Click the View More Organization Details to see the full details of the organization.

Organization Details

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

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

Administrators

Name	Email	User Type	User Role	Created On
Tiju Issac	tijutester123@gmail.com	Attorney	Court Reporter	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	Court Reporter	07/14/2020 - 03:57 EST	Edit Remove
Joseph Joseph	rahultester002@gmail.com	Attorney	Court Reporter	07/22/2020 - 10:28 EST	Edit Remove
Tiju Issac	tijutester123@gmail.com	Attorney	Court Reporter	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
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- 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	Court Reporter
Website	
Administrator 1 Name	Tiju Issac
Administrator 1 Email	tijutester123@gmail.com
Administrator 1 Contact Number	1154525255
Administrator 2 Name	
Administrator 2 Email	
Administrator 2 Contact Number	