

_Managing_your_contacts_Intro_v1

Your RescueGroups.org account offers you the ability to manage information about the contacts in your organization. Who are contacts?

- Donors
- Corporate sponsors
- Supporters
- Adopters
- Fosters
- Volunteers



Where do I find it?

You can find the **Contacts** pull-down menu from the main page in your account.

| Contacts | Website | Features | Reports |
|---------------------|---------|--------------------|---------|
| Contact List | | Adoptions | |
| Add a Contact | | Donations | |
| Groups | | Journals Entries | |
| Volunteers | | Meet Requests | |
| Submitted Forms | | Reminders | |
| User Login Accounts | | Sponsorships | |
| Settings | | Volunteer Hours | |
| Search | | Volunteer Journals | |
| | | Waiting Lists | |

To manage the contacts for your organization, your volunteer needs both the roles of **Contacts Add** and **Contacts Admin**. For more information about roles and the permissions attached to them, see the section of the [Getting started with RescueGroups.org](#) guide, [About roles and permissions](#).