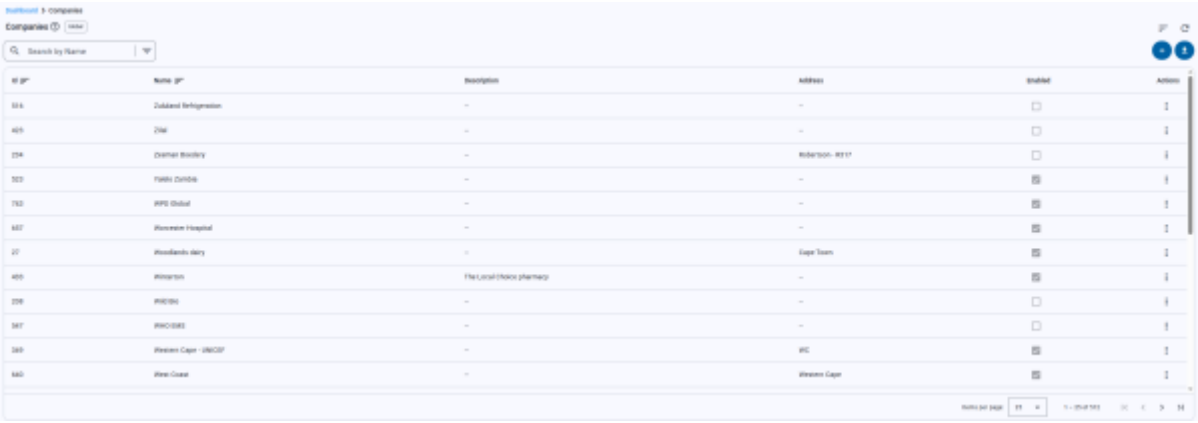
Company

Overview

The **Company Management Page** allows users to **view, search, sort, and manage companies** within the system. Depending on permissions, users can edit company details, delete companies, or manage company subscriptions.



Page Overview

When you open this page, you will see:

* **Header & Search Area** – Used to search and filter companies * **Companies Table** – A paginated list of companies with status indicators and actions

Searching & Filtering Companies

Basic Search

1. Use the **search bar** at the top of the page. 2. Enter a company name or related keyword. 3. The table updates automatically to show matching results.

Active Filters

If filters are applied:

* They are displayed below the search area. * The company list refreshes to match the selected filters.

Viewing Company Information

Each row in the table represents a company and may include:

* Company name and details * Enabled status * Available actions

Enabled Status

The **Enabled** column displays whether a company is active.

* A checked box indicates the company is enabled. * This field is read-only and cannot be changed directly from the table.

Sorting Companies

To sort the list:

* Click a **column header** to sort by that column. * Click again to reverse the sort direction.

By default, companies are sorted in **descending order**.

Pagination

If many companies exist, they are displayed across multiple pages.

To navigate:

* Use the **pagination controls** at the bottom of the table. * Select the number of rows per page (25, 50, or 100).

The table refreshes automatically when the page changes.

Managing a Company

Each company row includes an **options menu** (three-dot icon) if you have the required permissions.

Editing a Company

1. Click the **three-dot (⋮) menu** for the company. 2. Select **Edit**. 3. Update the company details in the dialog. 4. Save your changes.

Deleting a Company

1. Click the **three-dot (⋮) menu**. 2. Select **Delete**. 3. Confirm the deletion when prompted.

Managing Company Subscriptions

1. Click the **three-dot (⋮) menu**. 2. Select **Manage Account**. 3. You will be redirected to the subscription management view for that company.

Permissions & Access

Available actions depend on your assigned permissions:

Permission	Allowed Action
Company Edit	Edit company details
Company Delete	Delete companies
Subscription Edit	Manage company subscriptions

If you do not have permission, the action will not be visible.

Loading & Empty States

* A loading indicator is shown while companies are being fetched. * If no companies match your search, a **No Results Found** message is displayed.

Best Practices

* Use search to quickly locate specific companies. * Confirm company details before deleting. * Manage subscriptions carefully, as changes may affect active users.

Troubleshooting

Issue	Suggested Action
No companies visible	Clear search and filters.
Missing action buttons	Verify your permissions.
Company not updating	Refresh the page and try again.

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