How to Toggle Between Multiple Accounts as a Super User

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Super Users can access and manage multiple accounts without logging out. This guide shows you how to switch accounts using the Admin panel.

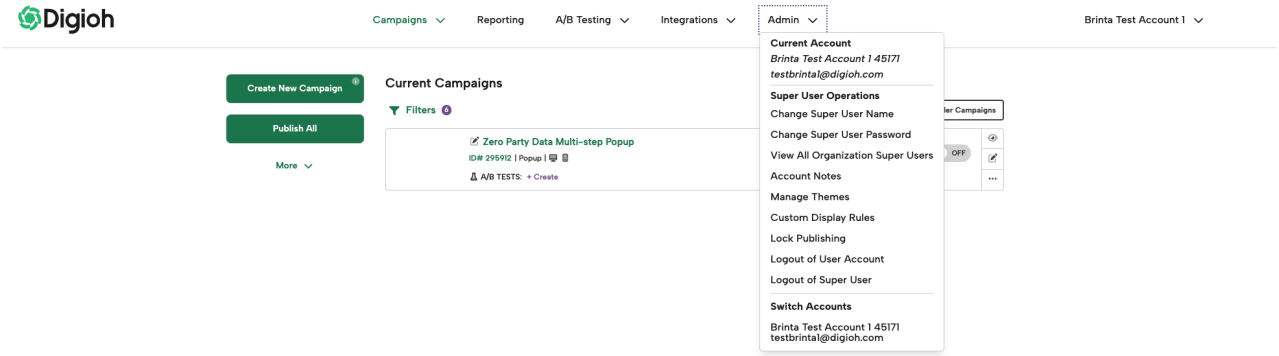
How to Switch Accounts

1. Log in with your Super User credentials

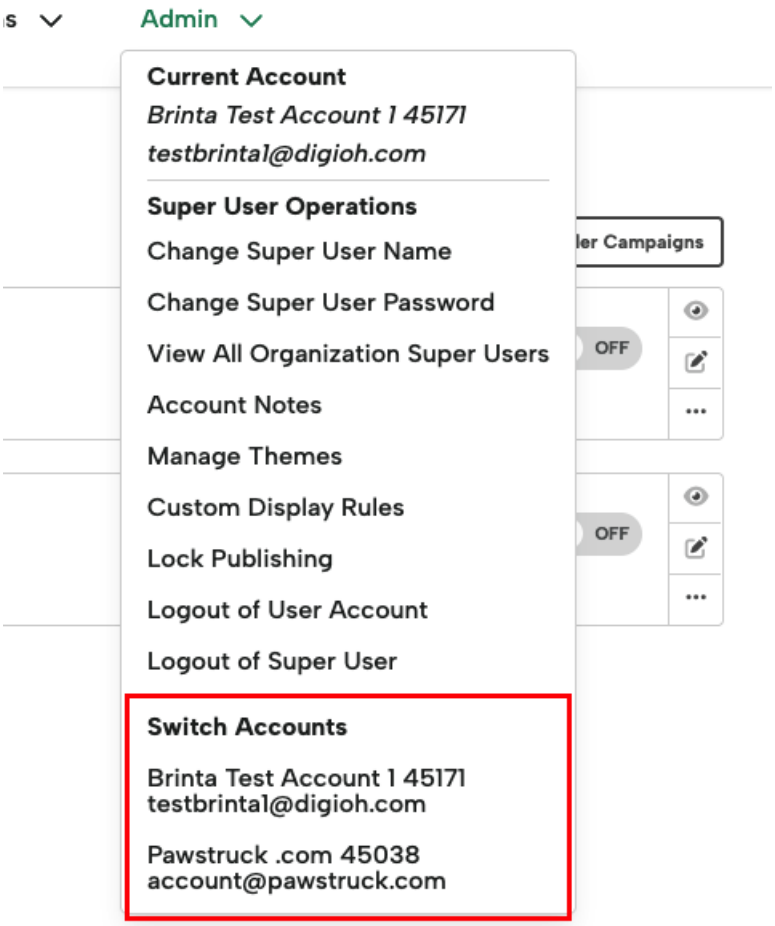
Sign in using your super user login. This gives you access to all accounts assigned to you.

2. Open the Admin page and locate the Switch Account section

Click **Admin** in the top navigation bar.



On the Admin page, find the **Switch Account** section. Here, you'll see all accounts associated with your super user profile.



- If an account is missing, it may not be assigned to you.
- Contact Digioh Support if you need access updated.

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3. Select the account you want to access

Click the account name to switch into that account.
You will immediately be logged in as that account and can begin managing settings, forms, users, or integrations.

To switch again, return to the **Admin** sectopm and repeat this step.

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4. Verify you are in the correct account

After switching, check the current account section in Admin to verify you are in the correct account

