How do I hide a member record from public display?

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Overview

Organisations using GameDay have the ability to hide individual member records from being displayed on public-facing websites in competition data such as statistics or team lists. This function is controlled at the league or association level and can be enabled for clubs to manage.
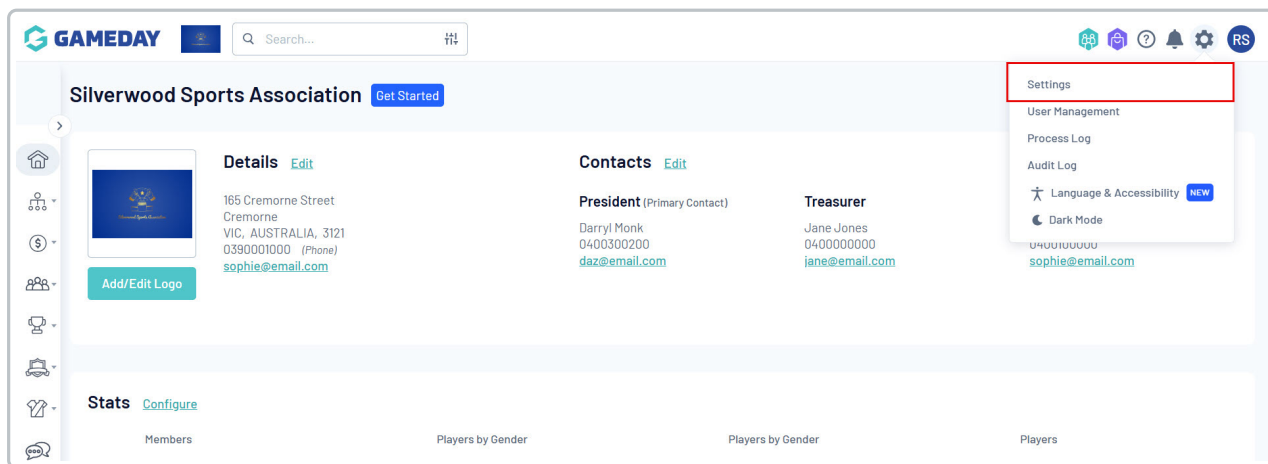
> **Note**: Hiding a member record is **not an immediate** process. After the setting is changed for a member, the league or association must **publish to web** for the change to take effect and remove the member from the public display.
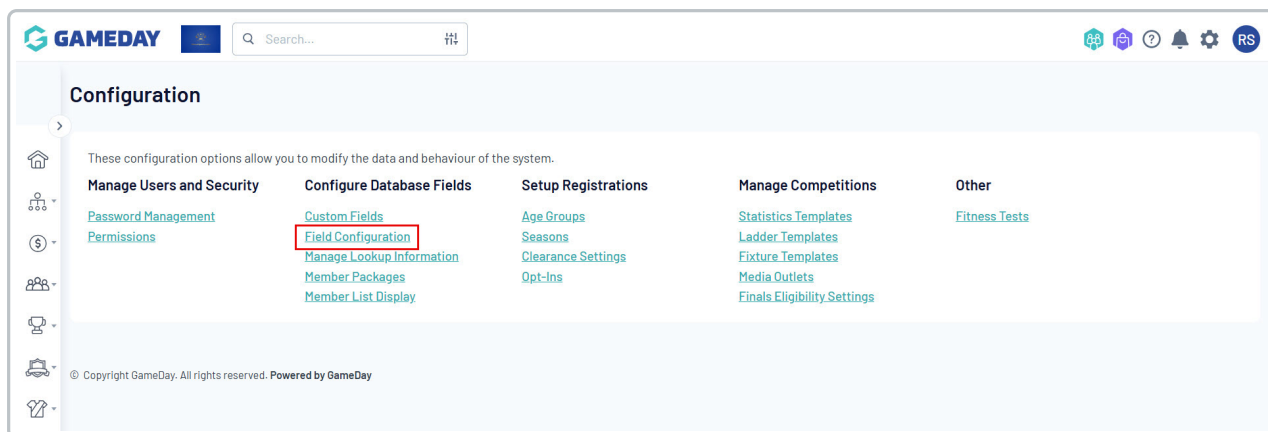
Step-by-Step

Step 1: Navigate to Field Configuration

In the left-hand menu, navigate to the **Settings Cog**, then click **SETTINGS**
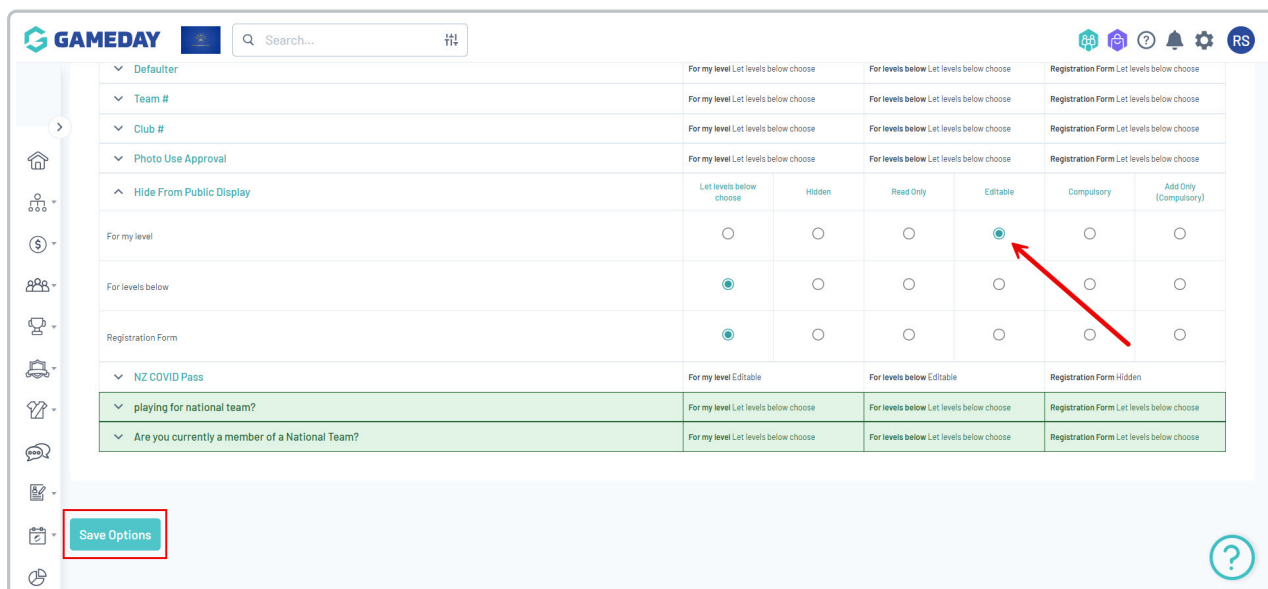

Select **FIELD CONFIGURATION**

Step 2: Set the Field Permissions

Under the **Member Fields** tab, scroll to the bottom of the list and click on the **Hide From Public Display** field to expand its settings, set the display option to **EDITABLE**, then click **Save Options**

Step 3: Locate the Member

From the main dashboard, navigate to **Members > LIST MEMBERS** and view the relevant member you wish to hide.

Step 4: Edit the Member's Profile

In the member's profile page, click the **VIEW ALL DETAILS** button

Step 5: Hide the Record and Save

Tick the checkbox next to **Hide From Public Display** and then click the **UPDATE MEMBER** button to save your change.

Note: As stated in the overview, the league or association must now **publish to web** for this change to take effect. If you are a club administrator, please contact your league to have them complete this final step. To unhide a member, simply untick this box and request another publish to web.

Watch

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