

The Partner Dashboard

If you're an MYOB Partner, the first thing you'll see when you log in to MYOB Essentials is the **Partner Dashboard**.

The screenshot shows the MYOB Partner Dashboard. At the top left is the MYOB logo. Navigation links include 'Dashboard', 'My profile', and 'Users'. On the top right, there are links for 'My businesses', a help icon, and 'Logout'. The main heading is 'Partner Dashboard' with a green 'Create a business' button. Below this is a search bar. A table lists businesses with columns for Name, Bank feeds, GST status, Status, and Bureau. Two businesses are listed: 'BridgitKelly's Business' (79 unallocated, Registered, Active) and 'Clearwater Ltd' (Not registered, Registered). A 'Transfer ownership' button is visible next to 'Clearwater Ltd'.

Name	Bank feeds	GST status	Status	Bureau
BridgitKelly's Business	79 unallocated	Registered	Active	
Clearwater Ltd	Not registered	Registered		Transfer ownership

It lists the MYOB Essentials businesses you're managing, and shows some information about them, including whether they're registered for GST.

Partner Dashboard information

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Name: The names of your clients' businesses, listed in alphabetical order. Click the **business name** to be taken to the business's MYOB Essentials Dashboard.

Bank feeds: Shows if your client's business is registered for **Bank feeds**. If registered for bank feeds, the number of unallocated transactions is shown.

GST status: Shows if your client's business is registered for **GST**.

Status: Shows the current subscription status of the business, including:

- **Active:** The business has an active MYOB Essentials subscription.
- **Trial:** The business is within its 30-day free trial, and will be suspended if a subscription is not active within the 30 days.
- **Suspended:** The business has elapsed its 30-day free trial, or ownership was not transferred within 90 days of creating the business. A suspend account can be reopened by [subscribing to MYOB Essentials](#) from within the business's account.
- **Transfer ownership or blank:** A client's business must be transferred ownership within 90 days of creation, or the business will be suspended. You will see a message at the top of your screen if any businesses need to be transferred.

You've got some businesses that have yet to be transferred ownership. Transfer them soon or they'll be suspended.

To transfer ownership, click the **Transfer ownership** button, fill in the fields with the new owner's details and click **Begin transfer**. A transfer confirmation email will be sent to the new owner, and the business's status will change to **Ownership pending** until the owner confirms the transfer.

- **Cancelled:** The business's subscription has been cancelled and cannot be reopened.

You can also use the Partner Dashboard to create and set up businesses on behalf of your clients, before handing ownership over to the client.

See the following sections for more information:

- [Accessing clients' MYOB Essentials businesses](#)
- [Adding a business on behalf of a client](#)
- [Discontinue managing a client's business from the Partner Dashboard](#)

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