Finding Object IDs in 25Live

Object IDs are used in features such as Event Email Templates to identify custom attributes and contact roles. You may also use location and resource IDs when embedding content.

Many object IDs can be found in the Master Definitions section of System Settings.

## How To Find Object IDs in Master Definitions

> 🔒 **Security Note**
>
> To access Master Definitions System Settings views, your 25Live user must have security permissions set in Series25 Group Administration for each of the types that you wish to access, including:
>
> - Events: *Admin: 6.0 Manage Event Master Lists*
> - Event Requirement Notification Policy: *Admin: 7.0 Set Event Notification Policy*
> - Event Types: *Admin: 5.2 Manage Event Type Hierarchy*
> - Locations: *Admin: 10.2 Manage Location Master Lists*
> - Resources: *Admin: 11.2 Manage Resource Master Lists*
> - Organizations: *Admin: 13.4 Manage Organization Master Lists*
> - Organization Ratings: *Admin: 13.6 Edit Organization Ratings*
> - Organization Partition Preferences: *Admin: 13.8 Edit Organization Location Preferences*
> - Contacts: *Admin: 12.1 Create and View all active and inactive Contact Master Lists*
>
> If you would like any of the described settings changed for your user, contact your 25Live administrator.

1. Go to the System Settings View

The **System Settings** section is accessible from the **More** menu in the top navigation bar.

Image: The More menu in the top navigation bar has a link to the System Settings view.
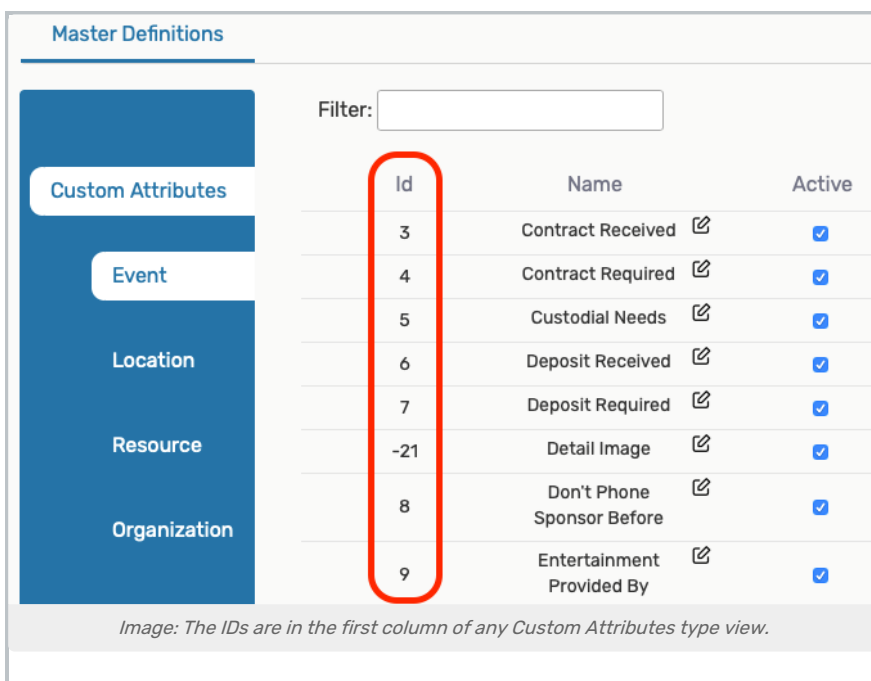
Image: The System Settings link in the More menu.
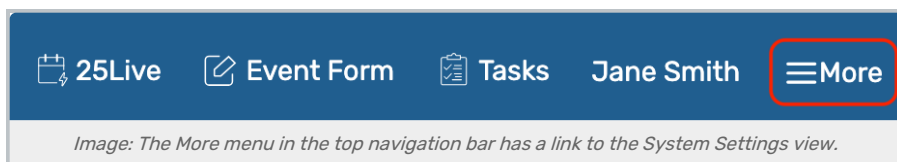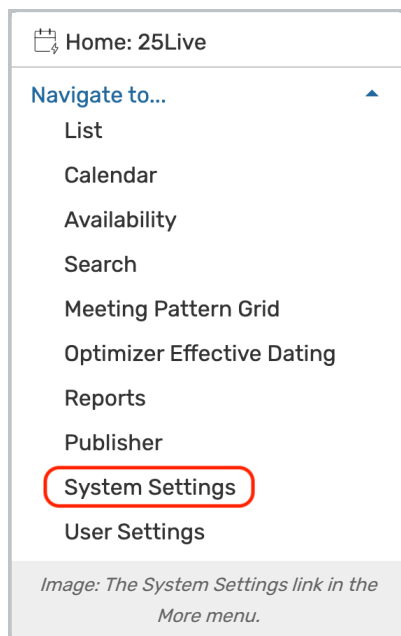
2. Tap or Click the Master Definitions Link
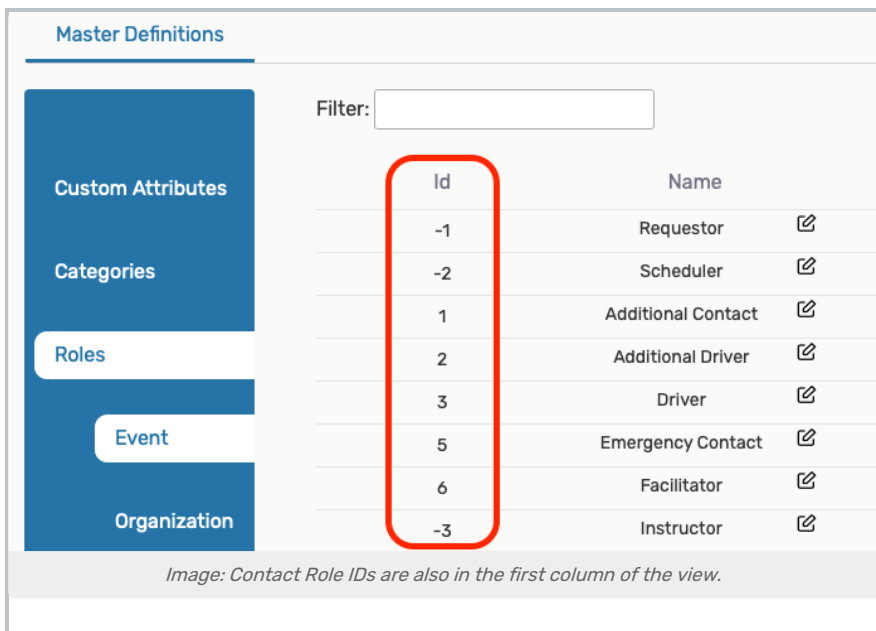
Use the menu link to go to the **System Settings** view, then view the **Master Definitions** section.

Image: Use the System Settings > Master Definitions link to access the section.
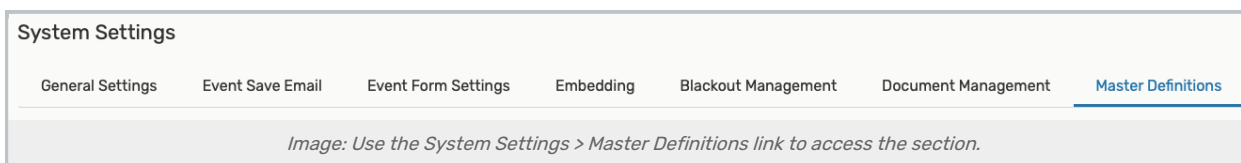
3. Open the View For the Type of Object Needed

Image: The IDs are in the first column of any Custom Attributes type view.

The Master Definitions section has views along the left side for each type of object. Use the link to reveal further categories within each type. The numerical IDs are in the first column.
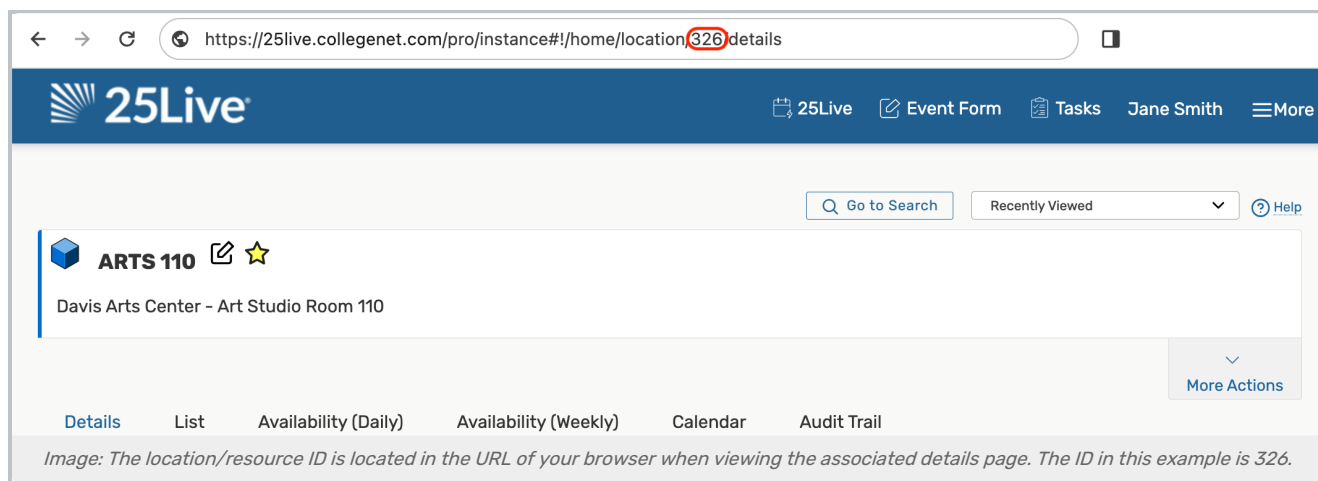

Image: Contact Role IDs are also in the first column of the view.

How to Find Object IDs in Searches

Search for a Location or Resource

Image: The location/resource ID is located in the URL of your browser when viewing the associated details page. The ID in this example is 326.

To obtain an individual item's ID, first go to the location's details view or resource's details view. Highlight the URL in your browser then copy the number between the words, "location" or "resource" and "details," in the URL. That number is the item's ID.

Example:

https://25live.collegenet.com/pro/instancename#!/home/location/**123**/details

"123" in the example URL is the location's item ID number.