

How to Edit a Program

To edit a **program**, follow these steps:

- To **edit** an **existing program**, navigate to the Dashboard and open the **Side Drawer Menu**. From there, click on **Programs** and select **Manage Programs**. Once the list of programs is displayed, locate the specific program you wish to **modify** and **click** on its **Edit icon**.

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Program Management > Manage Programs

Manage Programs

7 programs found

All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

NAME ↓	DESCRIPTION	REQUIRED CREDITS	COURSE DESCRIPTIONS	DISPLAY PRIORITY
Bachelor of Engineering in Electrical Engineering	A 4-year undergraduate program in Electrical Engineering.	125.00	2	0
Diploma in Comp Science (DCS)	A 2-year program covering programming, databases, operating systems, and web development.	2.00	3	2

- The program details page will open in **editable mode**

Program Management > Manage Programs > Diploma in Computer Science (DCS)

Diploma in Computer Science (DCS)

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ID Number:

Name:

Description:

Required Credits:

Display priority:

> Time Settings

- Update the **required program details**
- Scroll down and **click** on the **Save Changes** button to apply updates

Program Management > Manage Programs > Add Program

✓ Payments

Fee Name

Fee Amount

Currency



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