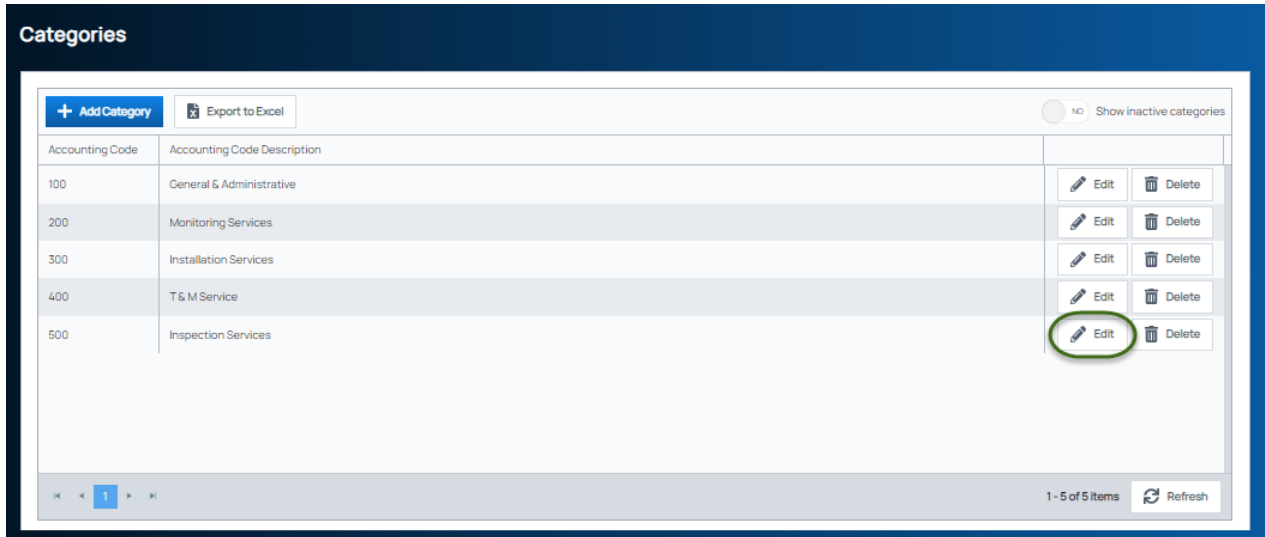


Edit a Category

Last Modified on 04/27/2022 2:51 pm EDT

To edit a Category, from the main menu, arrive at the Categories setup with this path: Setup > Accounting > Categories.

The Categories list will be displayed. Locate the Category you want to edit, and then click on the Edit button.



The Edit Category form will be displayed. Make the necessary changes, and then click the Save button when finished.

