

Pag-Update at Pagbura ng Program

Ang mga users na may **Provider Setup** Agency Wide and Administrative Role lamang ang maaaring makagawa, mag-update at magbura ng programs.

1. I-click ang Admin tab mula sa Dashboard

To Do	Modules	High	Medium	Low	Issue Tracking		
Individual	💠 T-Log - New Search		-		SComm iii		
Health	View	1	1	1	Inbox		
Admin	ISP Data - New Search Acknowledge		8		Sent Items Compose		
Agency Reports	Individual Data - Search Worklist		5		Drafts Custom User Group Message Audit Delete Message Content		
Individual Home Page							

2. I-click ang link ng List nasa hilera ng Program.

Default Notification Profile	Configure
Program	New List] Archive Import from Excel Search Imported Excel
Site	New List Archive

3. Sa **Program List** Page, nakalista ang mga programs ng inyong ahensya. Maaari mong piliin ang **Active**, Inactive, at All program upang mahanap ang **Status** na nais. Kadalasan



ang mga Active programs ang ipinapakita lamang.

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Form ID	¢	Program Name	Site Name \$	Program Type	¢	Program Cost Center Number \$	Status Active -	Create Date	Time Zone	Enrolled Individual(s)
PROGRAM-DEMOTPHL- 18B3XJGXKMUL4		(Demo) Academic Activities	Therap Global Demonstration Provider	Preschool		A		06/09/2020	Asia/Manila	Details
PROGRAM-DEMOTPHL- D94NFBZZ84ZC		Speech Therapy	(Demo) TG Center for Children With Special Needs	Individualized Skills Development			ctive	11/07/2022	Asia/Manila	Details

Pag-update ng program:

4. Matapos piliin ang nais na program mula sa **Program List** page, lalabas ang **Update/Delete Program** page. Palitan ang mga nais at i-click ang **Update** button sa ibaba ng page upang masave ang mga binago na impormasyon.



Update/Delete Program Active

Program Details					
Provider Code	DEMOTG-TGD				
Provider Name	Therap Global Demonstration Provider				
* Program Name	Speech Therapy				
* Program Type	Speech Therapy		•		
* Site Name	Demo Special School	•			
* Program ID	01				
Program Code					
Cost Center Number					
Capacity	0				
Program Contacts					
Primary Contact					
Name	Name 1				
Phone 1	123-456-7890	123			
Phone 2		Extension			
Secondary Contact					
Name	Name 2				
Phone 1	789-456-1230	789			
Phone 2		Extension			
Deactivate					
Cancel Back			Save And Add Individual(s) Update Delete		



5. Matapos i-click ang **Update** button. Lalabas ang mensahe na "Program has been updated". Patunay na nabago ang impormasyon ukol sa program.

Program has been updated

Pagbura sa Program:

- Hindi maaaring burahin ang program kung meron nakaenroll o dating nakaenroll na individual sa program.
- Hindi na maaaring makita o mahanap ang programs na nabura na.

6. I-click ang **Delete** button sa ibaba ng **Update/ Delete Program** page upang burahin ang nais na program.



Update/Delete Program Active ()

Program Details			
Provider Code	DEMOTG-TGD		
Provider Name	Therap Global Demonstration Provider		
* Program Name	Speech Therapy		
* Program Type	Speech Therapy		•
* Site Name	Demo Special School	•	
* Program ID	01		
Program Code			
Cost Center Number			
Capacity	0		
Program Contacts			
Primary Contact			
Name	Name 1		
Phone 1	123-456-7890	123	
Phone 2		Extension	
Secondary Contact			
Name	Name 2		
Phone 1	789-456-1230	789	
Phone 2		Extension	
Deactivate			
Cancel Back			Save And Add Individual(s)
Daricer			



7. Matapos i-click and **Delete** button isang mensahe ang lalabas. Kung ikaw ay sigurado iclick ang **Yes** button upang mabura ang program.

Are you sure you want to delete this Program? You wont be at program once you delete it.	ble to see any data of the
	No

8. Matapos ma-click ang **Yes** button, lalabas ang mensahe na "Program has been deleted". Patunay na nabura na ang program.

Program has been deleted