

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					My Issues
Health					
Admin	<div> <div>T-Log - New Search</div> <div>View</div> <div>111</div> </div>				
Agency Reports	<div> <div>ISP Data - New Search</div> <div>Acknowledge</div> <div>8</div> </div>				
Individual Home Page	<div> <div>Individual Data - Search</div> <div>Worklist</div> <div>5</div> </div>				
					<div>SComm</div> <div>Inbox</div> <div>Sent Items</div> <div>Compose</div> <div>Drafts</div> <div>Custom User Group</div> <div>Message Audit</div> <div>Delete Message Content</div>

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.

Program (Site)

15 Records

Form ID	Program Name	Site Name	Program Type	Program Cost Center Number	Status	Create Date	Time Zone	Enrolled Individual(s)
PROGRAM-DEMOTPHL-J8B3XJGXMUL4	(Demo) Academic Activities	Therap Global Demonstration Provider	Preschool		Active	06/09/2020	Asia/Manila	Details
PROGRAM-DEMOTPHL-LD94NFBZZ84ZC	Speech Therapy	(Demo) TG Center for Children With Special Needs	Individualized Skills Development		Active	11/07/2022	Asia/Manila	Details

All

Active

Deleted

Inactive

Showing 1 to 02 of 02 entries (filtered from 144 total entries)

Previous

1

Next

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**

*** Program Type**

*** Site Name**

*** Program ID**

Program Code

Cost Center Number

Capacity

Program Contacts

Primary Contact

Name

Phone 1

Phone 2

Secondary Contact

Name

Phone 1

Phone 2

Deactivate ☐

Cancel

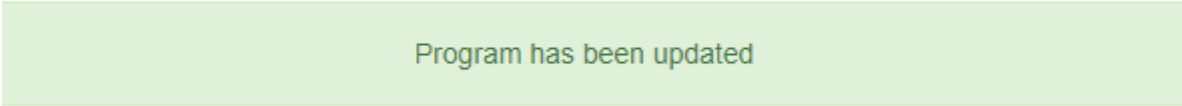
Back

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**

*** Program Type**

*** Site Name**

*** Program ID**

Program Code

Cost Center Number

Capacity

Program Contacts

Primary Contact

Name

Phone 1

Phone 2

Secondary Contact

Name

Phone 1

Phone 2

Deactivate ☐

Cancel

Back

Save And Add Individual(s)

Update

Delete

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

Are you sure you want to delete this Program? You wont be able to see any data of the program once you delete it.

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
