Edit

To Edit,

1. From the section menu bar, click '**Edit**'. You will be prompted to enter your **authorization code**. After validation of the authorization code, the section's '**Readonly**' attribute becomes '**Editable**'. You can edit any cell of the grid, so please be very careful with the data that is opened to you;

2. It is recommended that before clicking '**Edit**', first position the highlight bar to the specific row you want to edit;

3. When you are done with editing, hit the **ENTER** key to save the data and restore the '**Readonly**' safeguard for the section's grid control.