

Edit Group(s)

1. Click on “Groups” icon on the toolbar
2. Select the “Group” to be edited and click on “edit”
3. Type the new information
4. Review the information and click on “Save” or “Cancel”

The screenshot shows the DEFENDER software interface. At the top, there is a toolbar with several icons. A blue circle with the number '1' points to the 'Groups' icon. Below the toolbar, the 'Groups' section is visible. It includes a search bar with the text 'Name, Contact Name' and a 'Search' button. To the right of the search bar is an 'Add New Group' button. Below the search bar is a table with columns: 'Group', 'Name', 'Serial #', 'Status', and 'All Groups'. The table has two rows of data. A blue circle with the number '2' points to the 'Group' column header. Below the table, the 'Edit Group' form is displayed. It has three input fields: 'Company' (with the value 'Mercury'), 'Name' (with the value 'Mercury'), and 'Contact Name' (which is empty). A red asterisk and the text '* Required field' are shown below the input fields. At the bottom of the form are two buttons: 'Cancel' and 'Save'. A blue circle with the number '3' points to the 'Name' input field. A blue circle with the number '4' points to the 'Save' button.