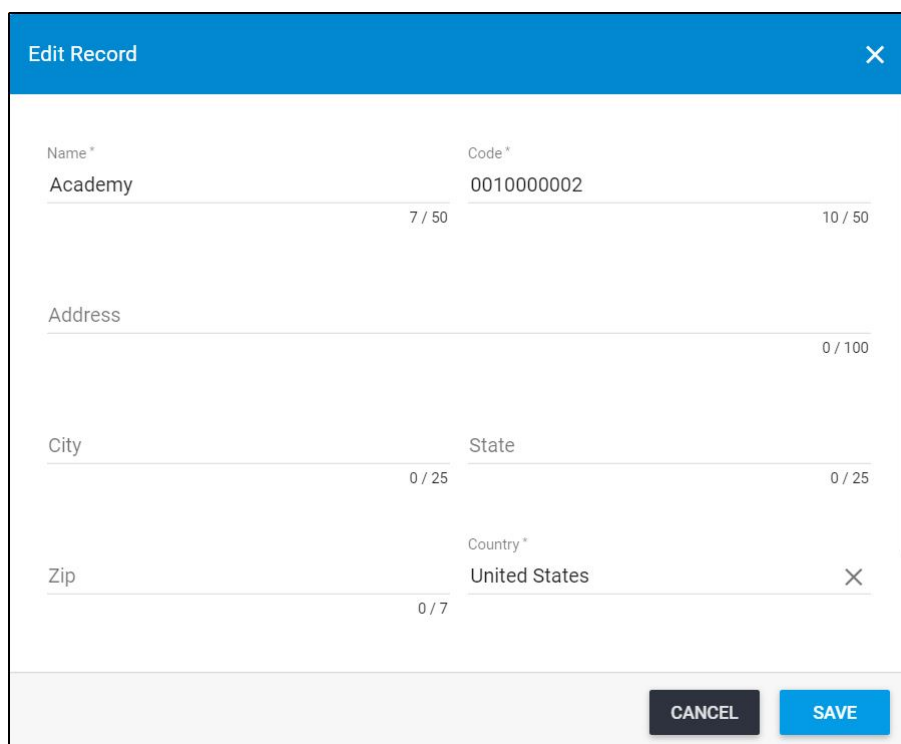


## Update location

To update a location, follow these steps:

1. Select “Edit Record” from the Actions menu next to the location you want to update, or view the location then click the **Edit** button, the following window appears:



The screenshot shows a modal window titled "Edit Record" with a close button (X) in the top right corner. The form contains the following fields:

- Name\***: Text input with the value "Academy" and a character count of "7 / 50".
- Code\***: Text input with the value "0010000002" and a character count of "10 / 50".
- Address**: Text input with a character count of "0 / 100".
- City**: Text input with a character count of "0 / 25".
- State**: Text input with a character count of "0 / 25".
- Zip**: Text input with a character count of "0 / 7".
- Country\***: Dropdown menu with the selected value "United States" and a close button (X).

At the bottom right of the form, there are two buttons: "CANCEL" (dark gray) and "SAVE" (blue).

2. Make the changes you want to any of the displayed information,
3. Click **Save**.