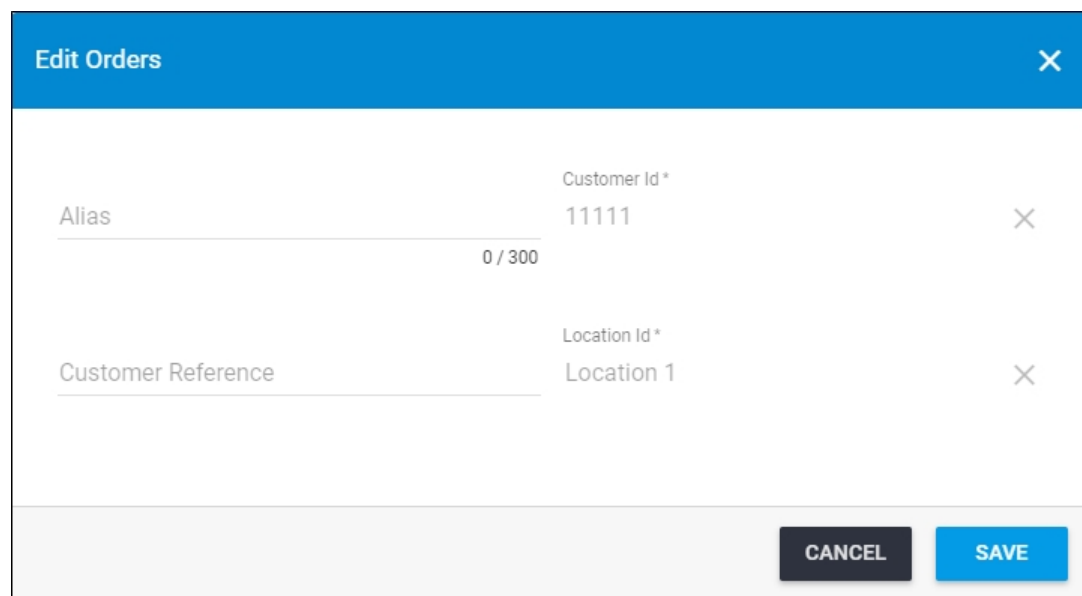


Update order

To update an article, follow these steps:

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



The screenshot shows a modal window titled "Edit Orders" with a blue header and a close button (X) in the top right corner. The main content area is white and contains four input fields arranged in two rows. The first row has an "Alias" field on the left, a "Customer Id *" field on the right with the value "11111", and a close button (X) on the far right. Below the "Alias" field is a character count "0 / 300". The second row has a "Customer Reference" field on the left, a "Location Id *" field on the right with the value "Location 1", and a close button (X) on the far right. At the bottom of the modal, there is a grey bar containing two buttons: a dark grey "CANCEL" button and a blue "SAVE" button.

Customer Id and Location Id cannot be updated.

2. Update any of the displayed information,
3. Click **Save**, a message appears on the page informing you that the record is updated successfully.