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Departments

The Departments page allows you to add, edit, and delete department information in your organization. A list of existing departments is displayed in a grid on this page. When you post a job or when you link a job position to a department, you will select a department created using this page.

Basic Navigation See Navigation and Search for more information about basic navigation and search options on the page.

Field	Description
Add New + or Edit	Open the Department Details window.
Name	The department name.
Description	The department description.
Display Group	The department Display Group. ***WHAT IS THIS AND DOES IT SHOW UP ANYWHERE ELSE?***
Delete	Delete the row. A confirmation message is displayed prompting you to continue. **OK**: Delete the row. **Cancel**: Cancel and return to the previous page.

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