

# Table of Contents

**Departments** ..... 1



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

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