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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. <i>WHAT IS THIS AND DOES IT SHOW UP ANYWHERE ELSE?</i>
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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