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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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