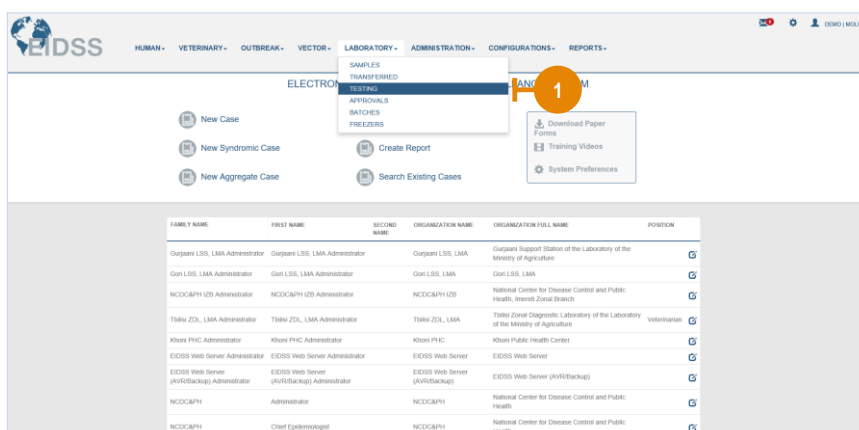# Edit a Test
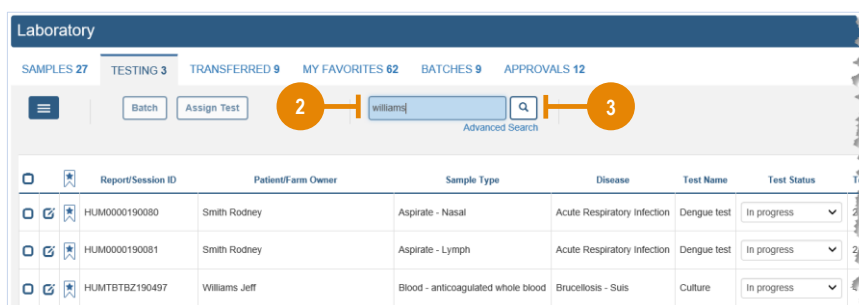
An EIDSS user with the appropriate permissions can revise test details in the database. This quick guide presents the steps to edit a test.

1. From the **EIDSS Dashboard,** choose **TESTING** from the **LABORATORY** drop-down menu. The **Laboratory** screen appears with the **TESTING** tab open.

2. Enter a search parameter for the sample with the test you wish to edit. **Note:** Searching may not be necessary if the desired sample appears in the grid.

3. Click the **Search** icon. The **Laboratory** screen refreshes displaying the **Search Results.**

   > **Tip 1:** If the desired sample does not appear, click **Advanced Search,** enter as much information as possible, and click **Search.**

4. Click the **Edit** icon corresponding to the desired sample. The **Sample/Test Details** window appears displaying the **Test Details** section.

Edit a Test

5. Make any necessary revisions.

6. Use the **Show/Hide** icons to access and revise other sections as needed.

    > **Tip 2:** To delete entered information and close the window, click **Cancel.**

7. Click **Save.** The **Laboratory** screen refreshes with the modified sample bolded and the **Save** button enabled.

8. Review the revised information for accuracy.

9. Click **Save.** A pop-up appears confirming successful modification of the test.