

## Edit a Veterinary Active Surveillance Campaign

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An EIDSS user with the appropriate permissions can revise active surveillance campaigns in the database. This quick guide presents the steps to edit a veterinary active surveillance campaign.

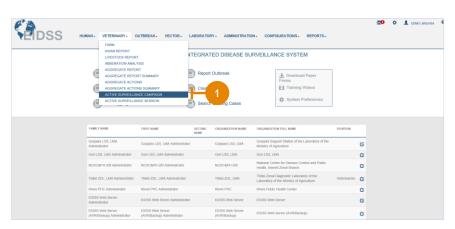
- From the EIDSS Dashboard, choose ACTIVE SURVEILLANCE CAMPAIGN from the VETERINARY drop-down menu. The Veterinary Active Surveillance Campaign screen appears. Note: Before editing campaign information, ensure the information in any associated sessions will correspond.
- Enter as much information as possible about the campaign you wish to edit.
  Note: Partial entry is acceptable for the Campaign ID Number.

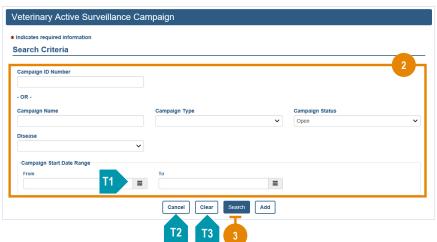
Tip 1: To navigate to the desired date, click a Calendar icon and then the Select Month > Select Year > Select Decade bars at the top of the calendar.

**Tip 2:** To return to the previous screen without saving entered information, click **Cancel**.

**Tip 3:** To delete entered information, click **Clear.** 

3. Click **Search**. The **Search Results** appear.







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**Tip 4:** To revise the **Search Criteria**, click the **Show/Hide** icon, make the necessary changes, and click **Search**.

**Tip 5:** To view additional information, click the **Show/Hide** icon next to the desired campaign.

- Click the Edit icon corresponding to the desired campaign. The Veterinary Active Surveillance Campaign screen appears.
- 5. Make any necessary revisions. Note: Once an active surveillance campaign is saved, two additional sections appear: Sessions, containing all active surveillance sessions associated with the campaign, and Conclusion, containing other known information about the campaign. Note: The Conclusion section is completed at the end of a campaign.
- Click Submit. A window appears confirming successful modification of the campaign.

