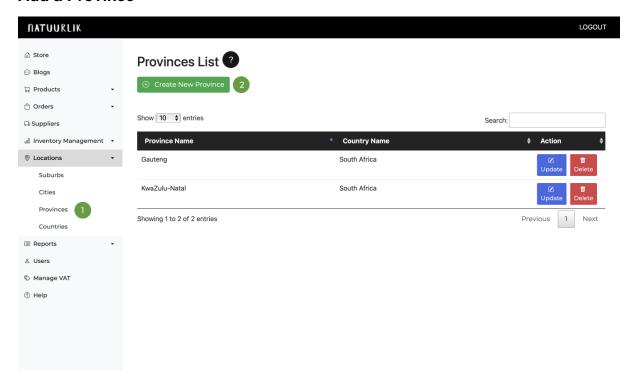


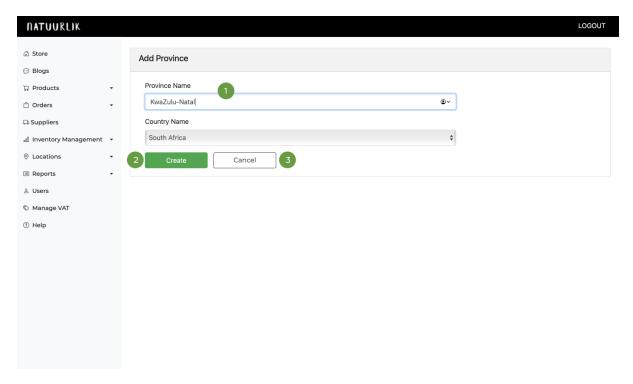
Admin Help Document

Province

Add a Province

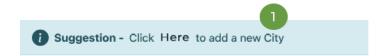


Step 1 – Click on the "Provinces" nav item (1) then, click on the "Create New Province" (2) button



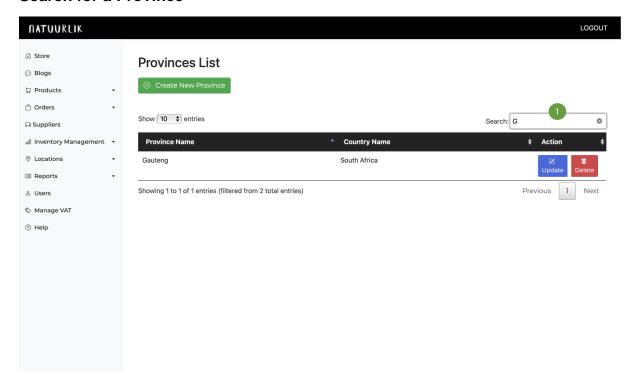
Step 2 – Add the name of the Province into the textbox (1)

Step 3 – Click on the "Create" button to add the Province (2) or the "Cancel" button (3) to return to the Provinces List screen



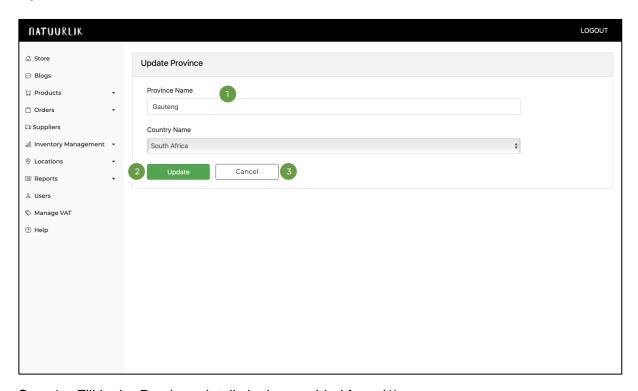
Optional step - Click on the "Here" (1) link to add a new City

Search for a Province



Step 1 – Type the name of the desired product in the search box

Update a Province



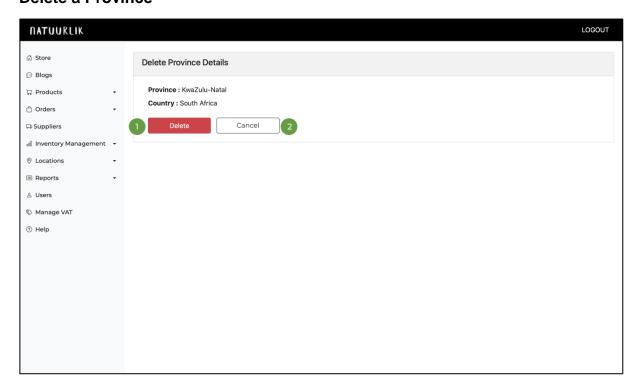
Step 1 – Fill in the Province details in the provided form (1)

Step 2 – Click on the "Update" button (2) to update the Province details or "Cancel" button (3) to return to the Provinces List screen



Step 3 – Click on the "Confirm" button (1) to proceed with the update or the "Close" button (2) to return to the Provinces List screen

Delete a Province



Step 1 – Click on the "Delete" button to delete the Country (1) or the "Cancel" button (2) to return to the Countries List screen



Step 2 – Click on the "Confirm" button (1) to confirm the deletion Country or the "Close" button (2) to return to the Countries List screen