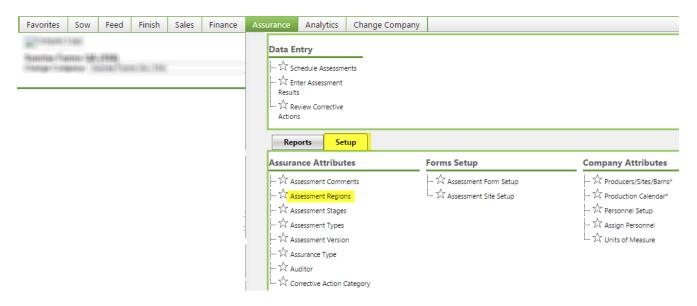


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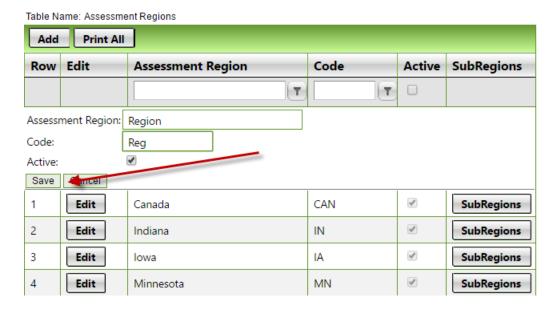
Assessment Regions

Regions are the locations for the sites in your system. Think of them almost as a reporting or grouping entity. Some examples would be state, county, or any grouping you wish to have. Sub Regions are a further breakdown of the Regions and are optional.



Your data entry grid will come up.

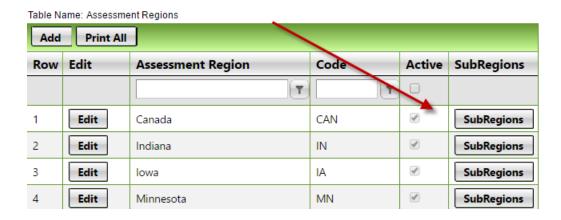
To add a new region, click the Add button. Fill out the grid and click Save. The code must be unique.



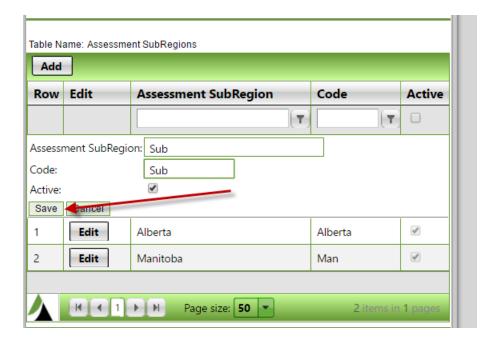
To edit a current Region, click the Edit button, make changes and click Save.

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To enter a Subregion, click on the SubRegions button.



Click on the Add button, fill out the grid and click Save.



To edit an existing subregion, click the Edit button, make changes and Save.