

Athena CE Programs: Editing a Program: Series Tab

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1. Drag over from left to right the series that are a part of this program.

NOTE: See [Adding a Series](#) for instructions on adding new series options.

2. Click **Save**.

The screenshot displays a web interface for editing a program's series. On the left, there is a search bar with a magnifying glass icon and the text "Search..". Below the search bar is a list of series items, each on a yellow background. The items are: "Supervisory Management Certificate Program", "Foot and Nail Care Programs", "Professional Grant Writing Certificate Series", "Ethics & Boundaries", "Supervisory Management Certificate Program", "Wound Treatment Associate Series", "Online Test Preparation for Graduate School Admission", "Online Test Online Test Preparation for Graduate School Admission", and "Professional Grantwriting Certificate Series". To the right of this list is a large, empty box labeled "Selected Items". At the bottom of the interface, there are two buttons: a grey "Back to Programs" button and a green "Save" button.

3. Proceed to the **Discounts** tab.

For in-depth instructions on each section of a program:

- [Adding a Program](#)
- [Content](#)
- [Info](#)
- [Registration](#)
- [Organize](#)
- [Instructors](#)

- [Series](#)
- [Discounts](#)
- [Dates](#)
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- [Resources](#)
- [Sponsors and Partners](#)
- [Deactivating and Activating a Program](#)

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