

Athena Categories: Editing a Category

Last Modified on 04/22/2022 11:18 am CDT

NOTE: If you are looking to activate or deactivate an already created item [click here](#).

1. Edit the *Name* of the category as desired.

NOTE: The Slug is automatically generated and cannot be altered once the category has been created. If the category name needs to be changed considerably, it is recommended that a new category be created instead.

New Category

Basic Info

Name

Slug

Description

2. Choose the appropriate / available organization tag(s) as desired.

Organize Tags

Units

Search..

Activities, Involvement and Leadership	^
Administration and Finance	
Administrative Support + Knowledge Center	
Admissions	
Advising, Retention + Career Center	
Affirmative Action	
American Indian Studies	
Army ROTC	
Art + Design	
Asian American + Asian Studies	v

Selected Items

Sustainability

Keywords and Categories

Selected

Search Keywords and Categories..

Categories	Keywords
Academic Advising	Academic Department Associate
Academics	academic skills center
Achievements	addiction
Athletics	advising
Barron County	alumni
Blugold Success	alumni profiles
Budget	Alumni Room Events
Business	announcement
Campus Life	application process
Certificate Programs	arabic

3. Click **Save**.

Still need help?

If you have questions related to this article, please contact the LTS Help Desk at [715-836-5711](tel:715-836-5711) or helpdesk@uwec.edu.
