

# Program Management

## Overview

The Materiel Management/Inventory Control Point (MM/ICP) module Program Management process provides the ability to view or edit a Program. Materiel Management Programs are added or deleted through the data conversion process only. The Materiel Management module is set up into three tiers:

- **Program Management**
  - displays all available Program Names, Program Descriptions, Agencies, and Banners.
- **Division Management**
  - displays all available Program Names, Division Names, and Division Descriptions.
- **ICP Management**
  - displays all available Division Names, ICP Names, ICP Descriptions, DoDAACs, RICs, Agency Cds, and Financial System Interfaces.

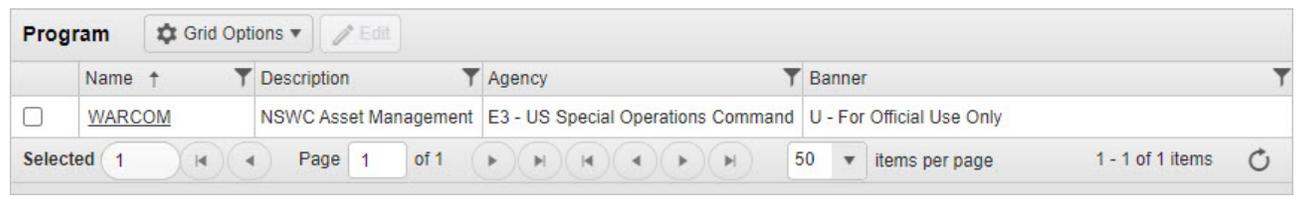
## Navigation

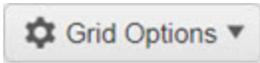
MASTER DATA MGMT > Program Management > Program page

## Procedures

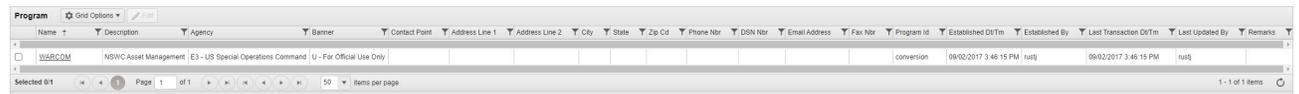
### View a Program

1. View the default information in the Program Grid:



2. Select . The Grid Options expanded menu appears.

3. Select  to view the optional information in the Program Grid:





### Update the Program

Select . The **Update Program** pop-up window appears.

### View the Division Management page

Select the Program Name hyperlink. The **Division Management** page appears.





# Update a Program

## Navigation

MASTER DATA MGMT > Program Management >  (desired record) > > Update Program pop-up window

## Procedures

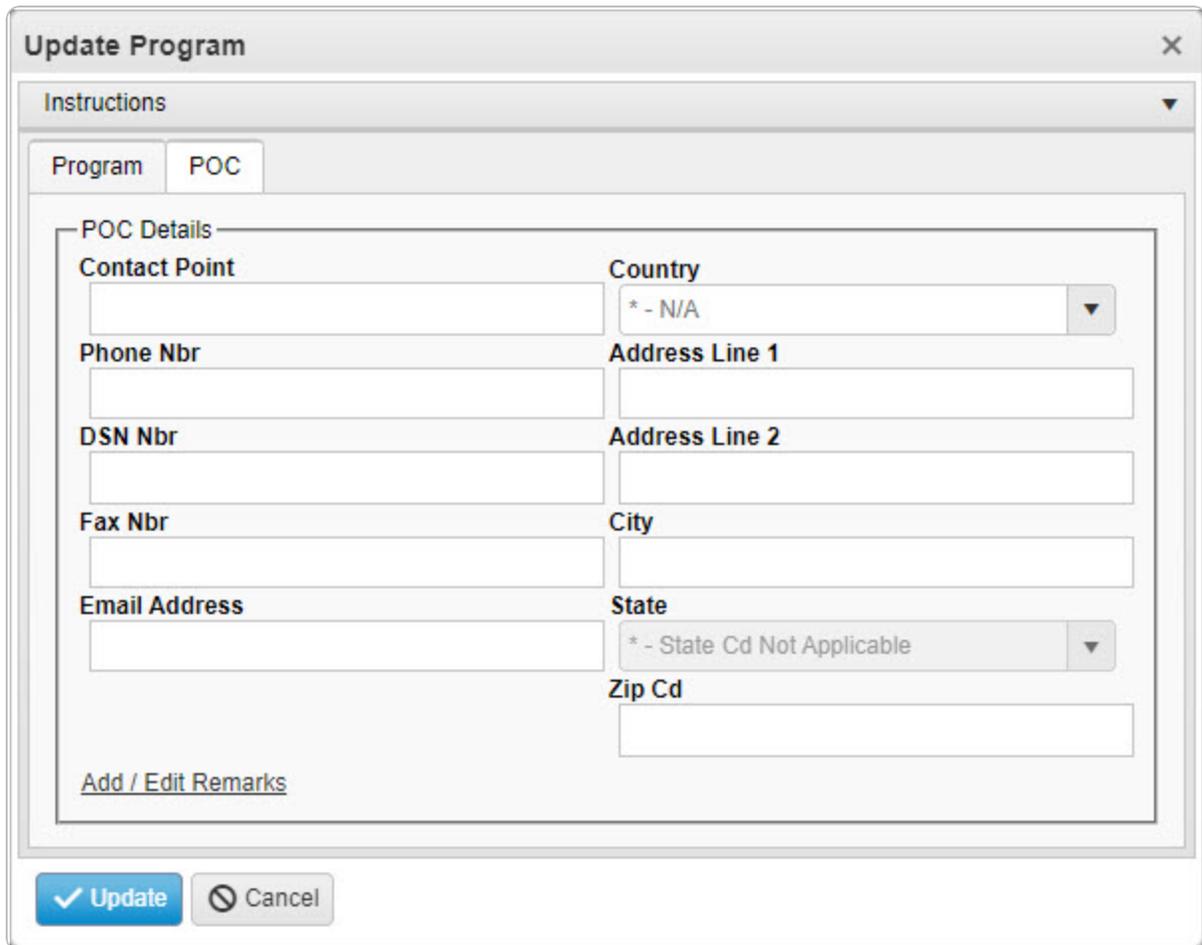
### Update a Program

Selecting at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Click  to select the desired entry. *The Program is highlighted, and becomes available.*
2. Select . *The **Update Program** pop-up window displays, with the Program Tab available.*



- A. Update the Banner Display, using  to select the desired code.
3. Select the POC Tab.



4. Select . The **Update Program** pop-up window closes, and the revised record appears at the top of the grid in green.