

## **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:

	Name	▼ Description	Y Agency	T Bann	er		
	WARCOM	NSWC Asset Manage	ement E3 - US Special Operat	tions Command U - F	or Official Use Only		
Selec	ted 1	Page 1 of		) H 50 .	items per page	1 - 1 of 1 items	Ċ





Defense Property Accountability System
Help Reference Guide
Update the Program
Select <b>Edit</b> . The <b>Update Program</b> pop-up window appears.
View the Division Management page

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



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# **Update a Program**

#### Navigation

#### Procedures

Update a	Program		
	♦ Cancel		

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

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

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A. Update the Banner Display, using

to select the desired code.

3. Select the POC Tab.

adouono	
ogram POC	
POC Details	
Contact Point	Country
	* - N/A
Phone Nbr	Address Line 1
DSN Nbr	Address Line 2
Fax Nbr	City
Email Address	State
	* - State Cd Not Applicable 💌
	Zip Cd
Add / Edit Remarks	

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



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