



# 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:


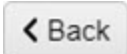
- **Program Management**
  - displays all available Program Names, Program Descriptions, Agencies, and Banners.
- **Division Management**
  - displays all available Program Names, Division Names, and Division Descriptions.
- **ICP Management**
  - displays all available Division Names, ICP Names, ICP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

## Navigation

MASTER DATA MGMT > Program Management > Program page

## Procedures

### View a Program

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

1. View the default information in the Program Grid:

Program

Grid Options

Edit

	Name ↑	Description	Agency	Banner
<input type="checkbox"/>	<a href="#">WARCOM</a>	NSWC Asset Management	E3 - US Special Operations Command	U - For Official Use Only

Selected 1

Page 1 of 1

50 items per page



1 - 1 of 1 items

2. Select . The Grid Options expanded menu appears.





## Help Reference Guide

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

Program														
Name	Description	Agency	Banner	Contact Point	Address Line 1	Address Line 2	City	State	Zip Cd	Phone Nbr	DSN Nbr	Email Address	Fax Nbr	Program Id
<input type="checkbox"/>	WASCOM	NBWC Asset Management	E3 - US Special Operations Command	U - For Official Use Only										
conversion										08/02/2017 3:46:15 PM		ruB	08/02/2017 3:46:15 PM	
Selected 0/1										Page 1 of 1		50 Items per page		1 - 1 of 1 Items

### Update the Program

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

### View the Division Management page

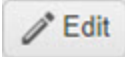
Select the Program Name hyperlink. The **Division Management** page appears.






# Update a Program

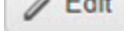
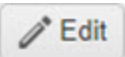
## Navigation

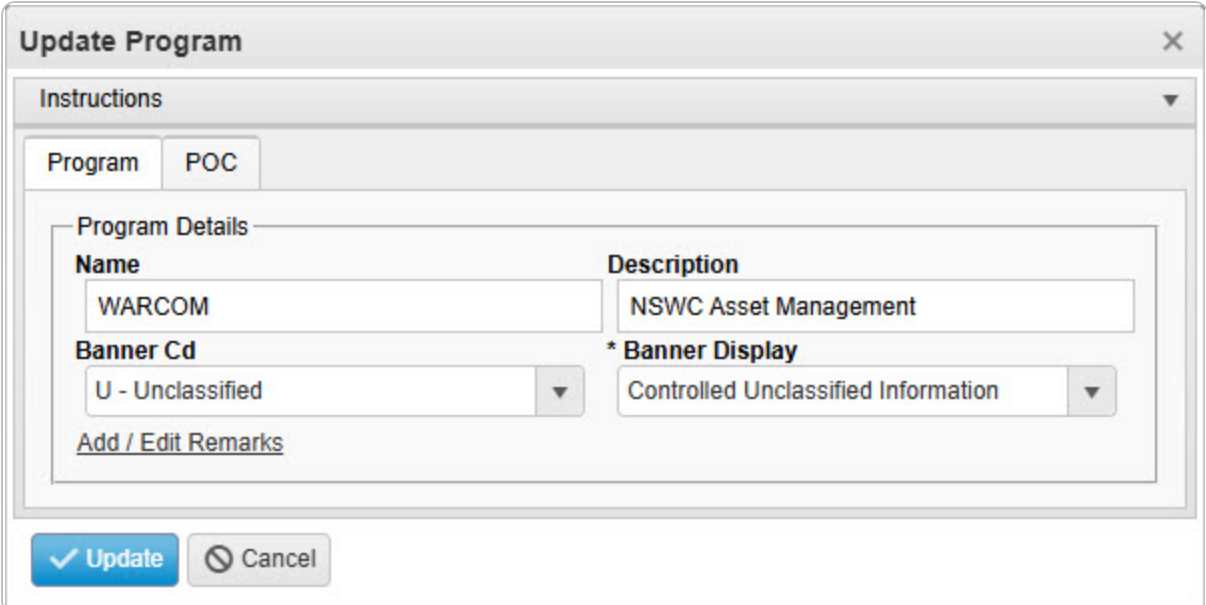
MASTER DATA MGMT > Program Management > ☐ (desired record) >  > Update Program pop-up window

## Procedures


### Update a Program

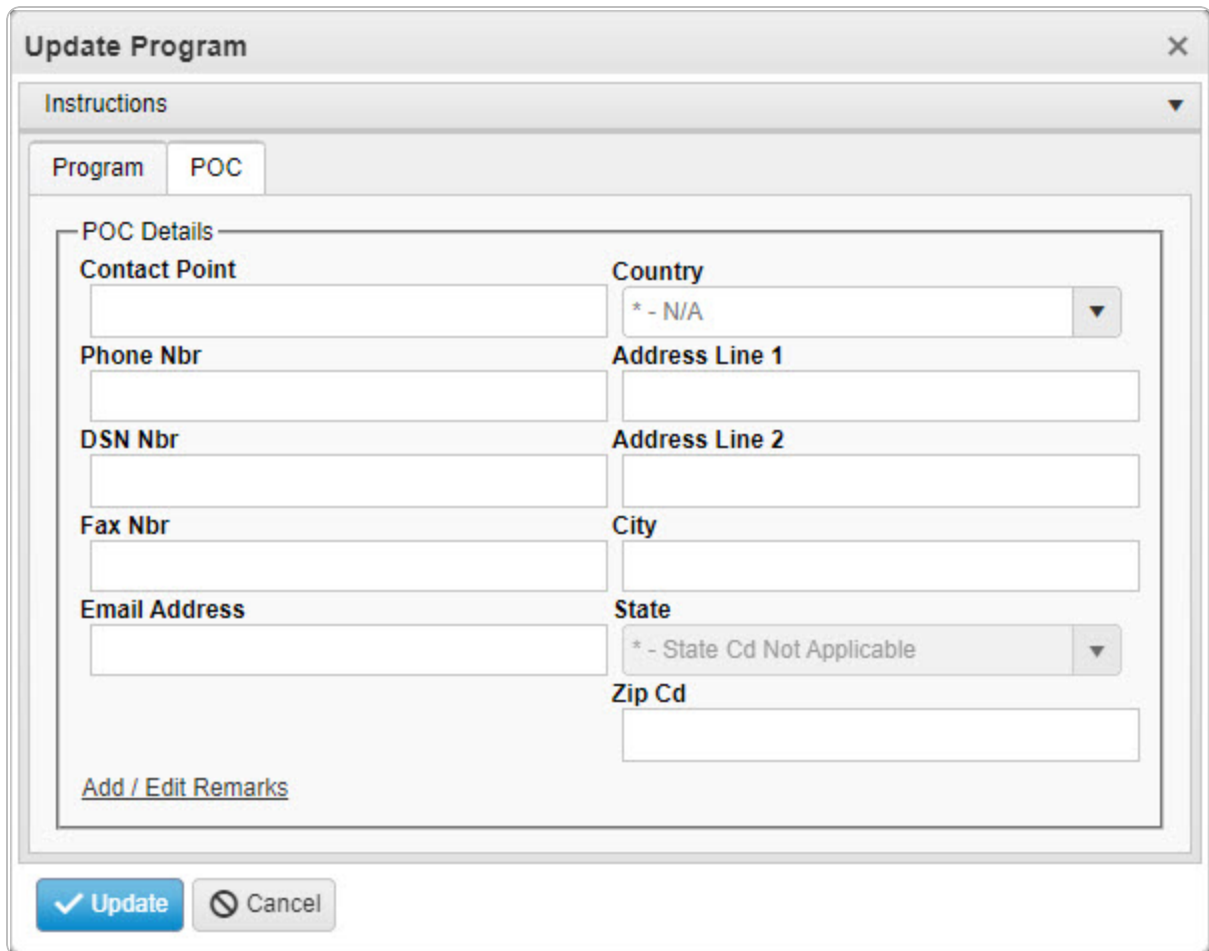
Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

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.



**Update Program**

Instructions

Program 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](#)

✓ Update Cancel

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

