How To Add School Level Under List Of Value In Settings

A list of values or LOV is a common value that is used in different data entry screens and is shown in a dropdown list for selection. Different schools in different countries might need to adjust these values based on their requirements so the system allows an administrator to add/edit these values.

To add School Level, navigate to:

Menu Bar >> Settings >> List of Values

There are four school levels that are created as system default that cannot be edited or deleted.

To create a new school level, click '**+ Add School Level** '.



Fill in the name of the School Level and click Submit



Once saved, the data will look like this:





Note: The system shows the name of the person who created a record and also the name and date when a record was updated.



If a value is assigned to a record, that value cannot be deleted. Only the name can be edited.

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