How To Edit Country Name In 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.

Navigate to:

Menu Bar >> Settings >> List of Values

The list of countries is created as a system default that can be edited or deleted as per your requirements.

Click on the pencil mark to edit and the  trash can to delete.



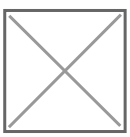
To create a new country, click '**+ Add Country** '.

Fill in the Title and Short Name and click Submit





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.

Revision #6
Created 2026-01-26 21:02:06 UTC by Administrator
Updated 2026-01-26 21:58:31 UTC by Administrator