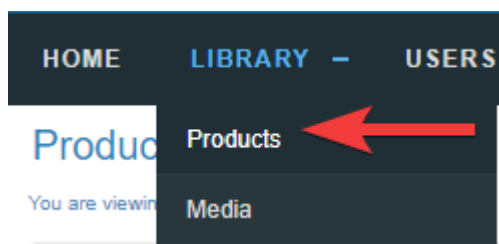


Change Product Type



This feature is available to Site Managers depending on system configuration.

1. Log in with a Site Manager account.
2. Select Products from the Library menu on the home page.



3. Select a different product type from the Type drop down menu for any given product.

ID	Name	Type
7423	24L COVID-19 Policies	Critical Training
7422	29L COVID-19 Workplace Safety For Employers	Critical Training
7416	covid 19	Instructor Led Course



There may be restrictions when changing a product type. This can occur when the destination type and the original type have very different configurations. The system will let you know if this is the case.