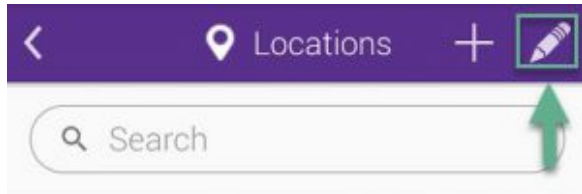# Modifying a location

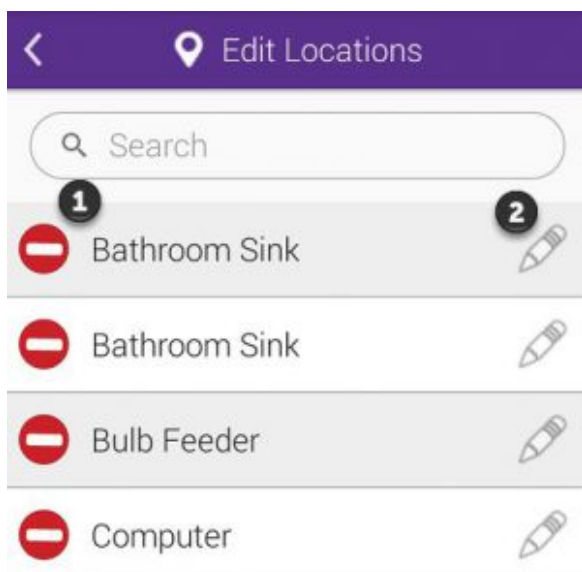## Step One



Click to enlarge

Touch on the pencil icon as shown in the image to modify an existing location.

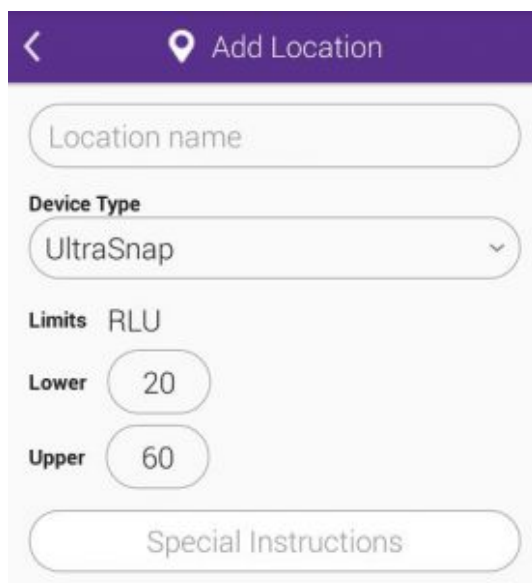## Step Two



Click to enlarge

Touch the pencil icon as shown at **2** to begin modifying the location.

## Step Three



Click to enlarge

You will be able to change the location's name, device type and RLU limits. You'll also be able to add or change any special instructions.