

How to ensure to be able to see/select the Department in Eportal drop down list?

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How to ensure to be able to see/select the Department in Eportal drop down list?

Step 1: Core → Setup → Code Setup → click on Department → ensure the Department has the Description → Save

| Department ID | Description | Mark as History |
|---------------|------------------------|--------------------------|
| Accounts | Accounts | <input type="checkbox"/> |
| Admin | Admin | <input type="checkbox"/> |
| Finance | Finance | <input type="checkbox"/> |
| HR | Human Resource | <input type="checkbox"/> |
| IT | Information Technology | <input type="checkbox"/> |
| Marketing | Marketing | <input type="checkbox"/> |
| None | None | <input type="checkbox"/> |
| Sales | Sales | <input type="checkbox"/> |
| Service | Service | <input type="checkbox"/> |

Note: Eportal will show the department description not the Department ID