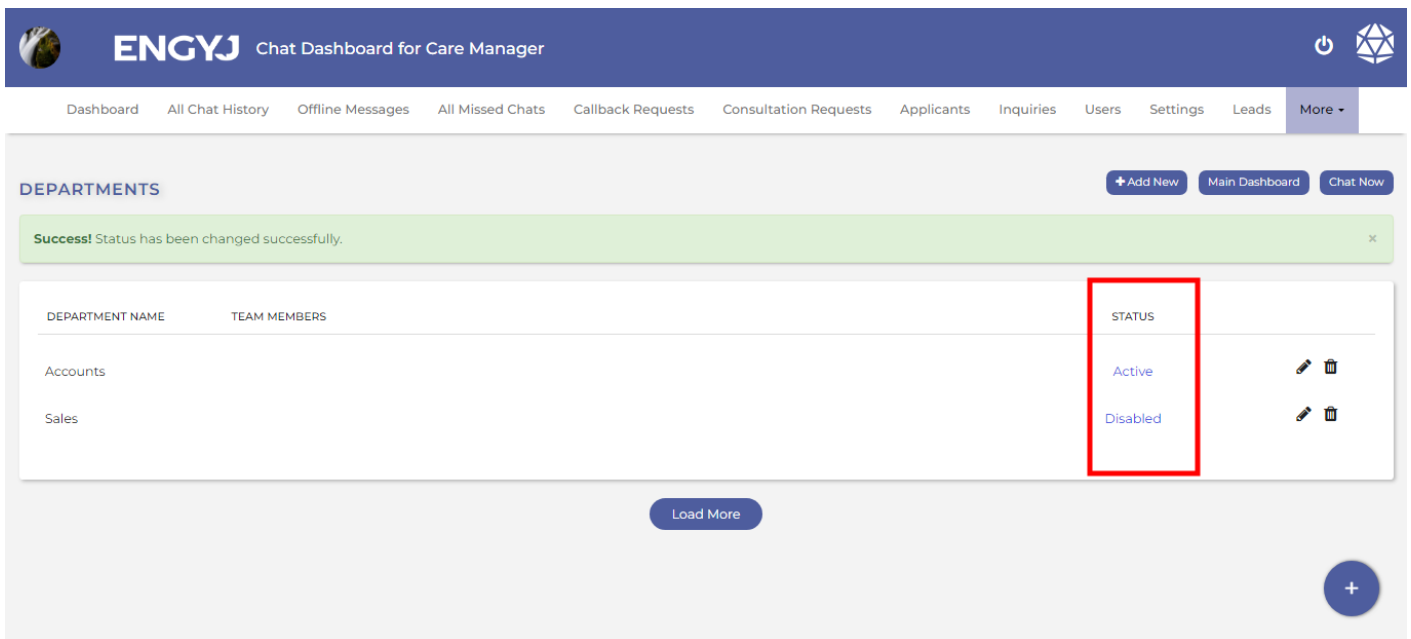






# Change Status

To manage departments, go to **More > Departments** menu item.

A status of the department could be changed by clicking their current status for the individual row of the department under STATUS column.



The screenshot shows the ENGJY Chat Dashboard for Care Manager. The top navigation bar includes a power icon and a gear icon. Below the navigation bar, there are several menu items: Dashboard, All Chat History, Offline Messages, All Missed Chats, Callback Requests, Consultation Requests, Applicants, Inquiries, Users, Settings, Leads, and More. The DEPARTMENTS section is highlighted, and a success message is displayed: "Success! Status has been changed successfully." The table below has columns for DEPARTMENT NAME, TEAM MEMBERS, and STATUS. The STATUS column is highlighted with a red box, showing "Active" and "Disabled" options. There are also edit and delete icons for each row. A "Load More" button is visible at the bottom of the table, and a plus icon is in the bottom right corner.

DEPARTMENT NAME	TEAM MEMBERS	STATUS	
Accounts		Active	 
Sales		Disabled	 

If this is Active then it means, the department is currently active and clicking on this will turn it to disabled.

If this is Disabled then it means, the department is currently disabled and clicking on this will turn it to active.

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