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How To: Edit a Program Name and Start Date



Stephen Ostrow

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This article will show you:

- How to rename Program
- How to edit Start Date for Program

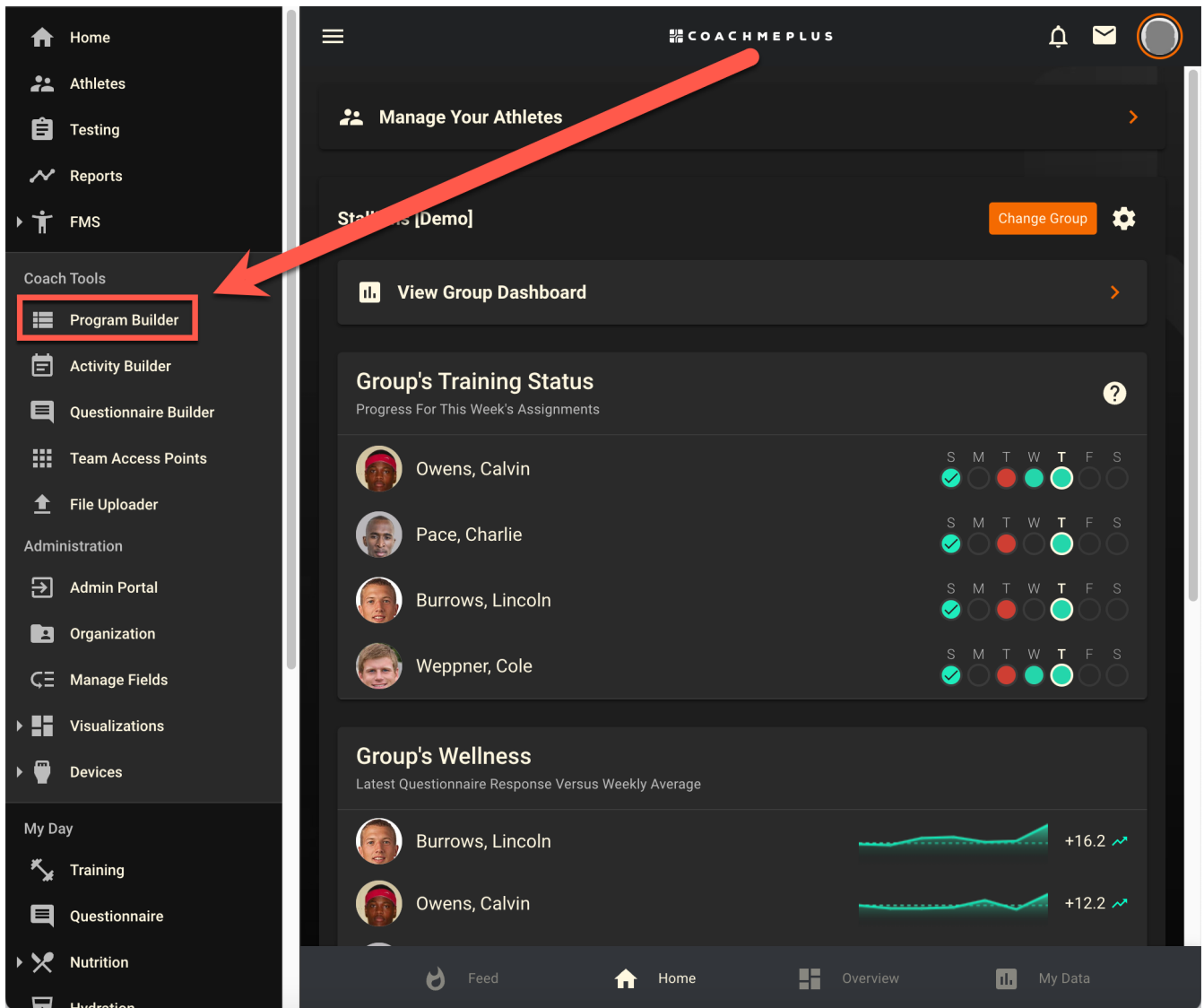
You need this because:

- You want to rename your Program
- You want to adjust Start Date for Program

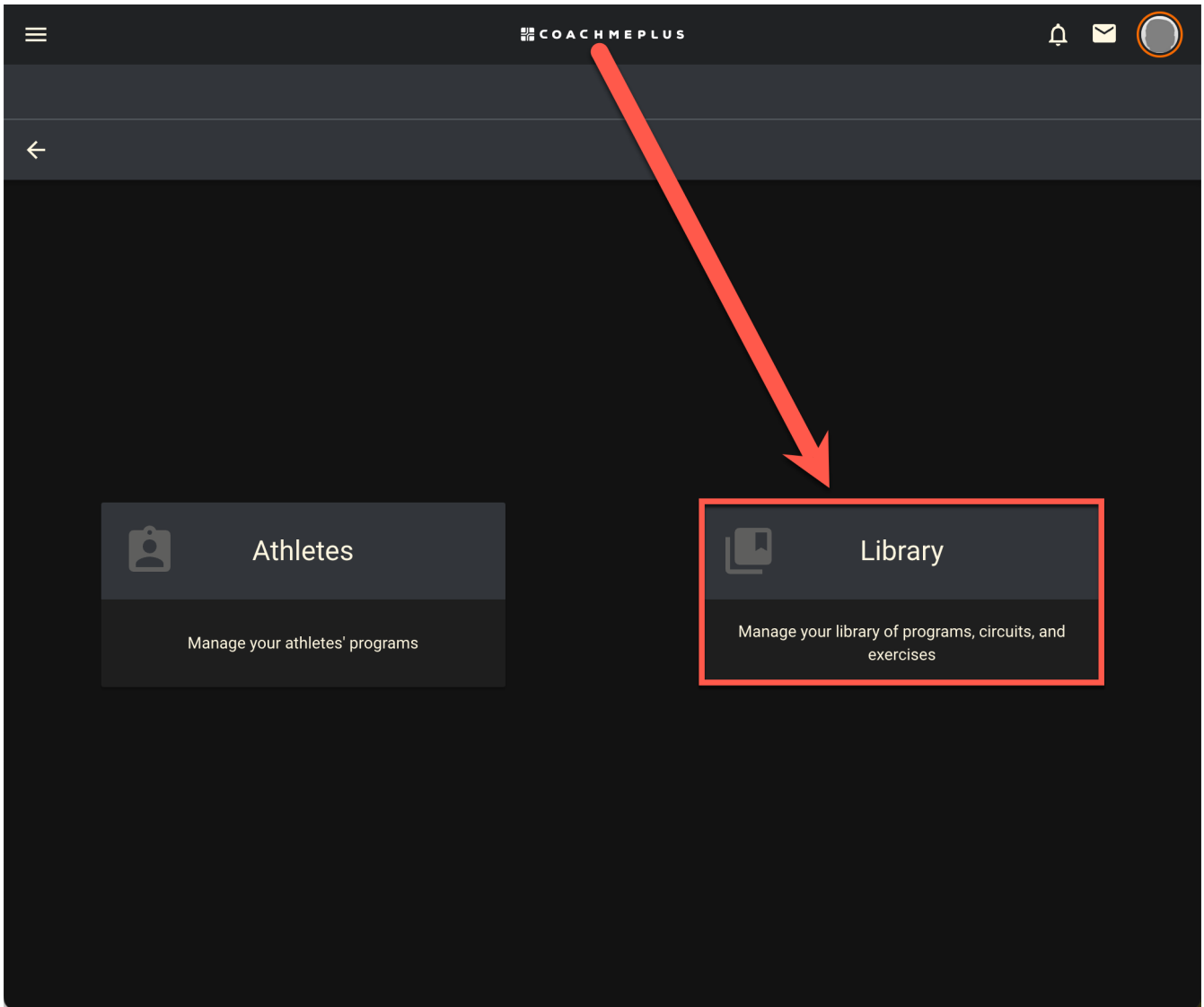
Watch our How-To video and follow the steps below:

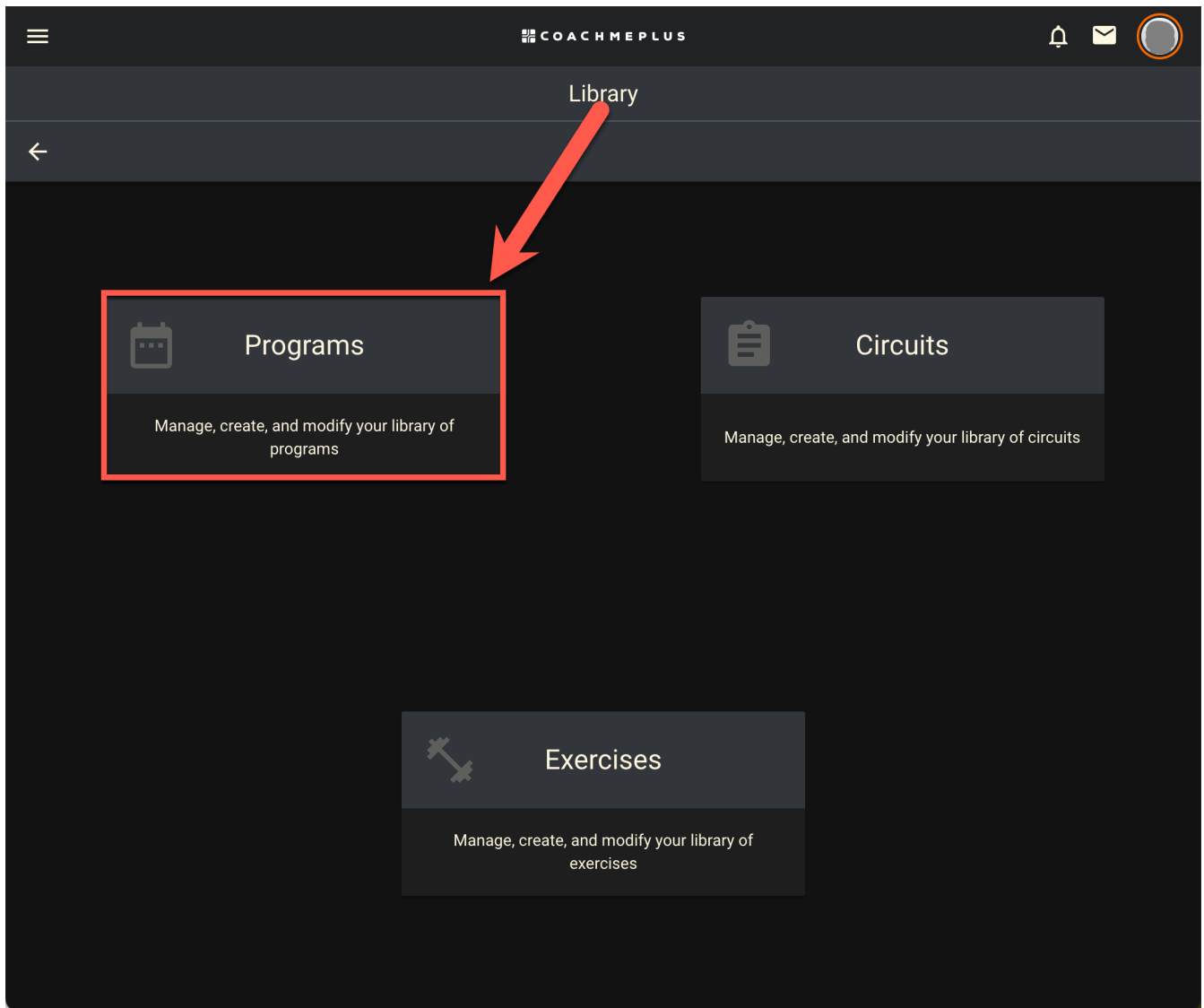
Rename Program and Edit Start Date:

Step 1: On the home page, select **Program Builder** on the menu located on the left-hand side

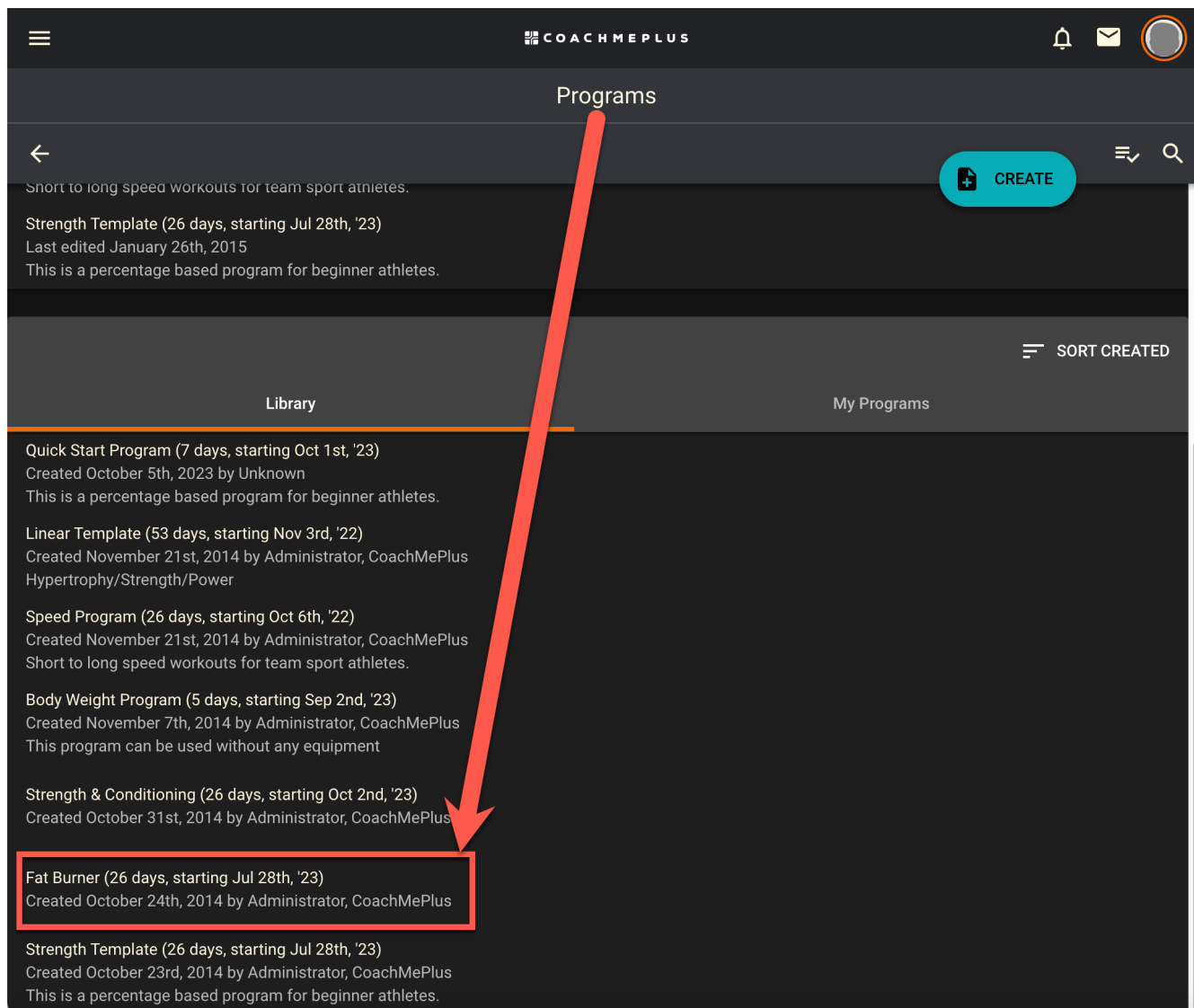


Step 2: Click on the library, then the Programs option from the menu

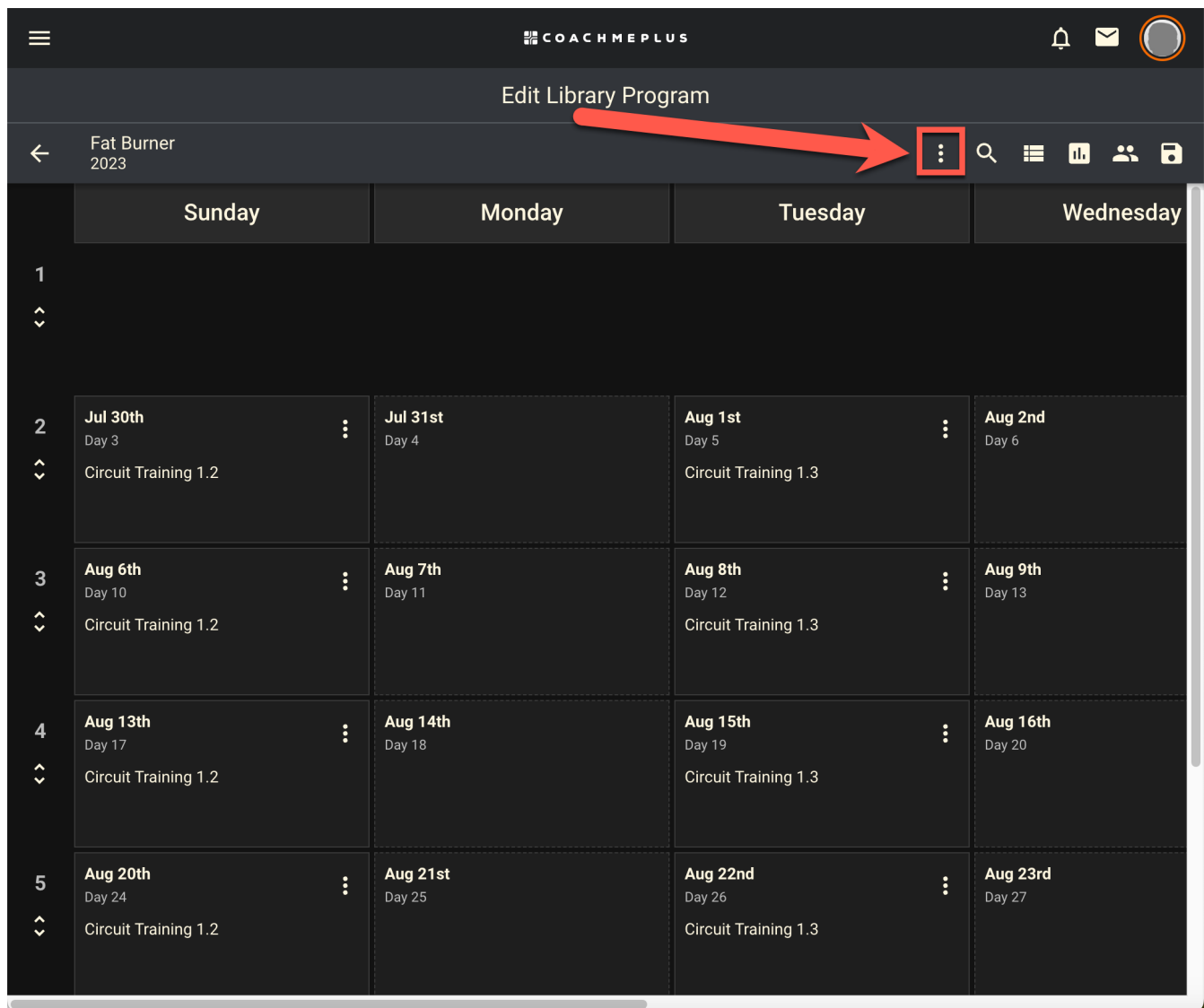




Step 3: Select the **Program** you would like to edit from the list



Step 4: You will be brought to your **Program's Home**. Click on the 3 dots for options:

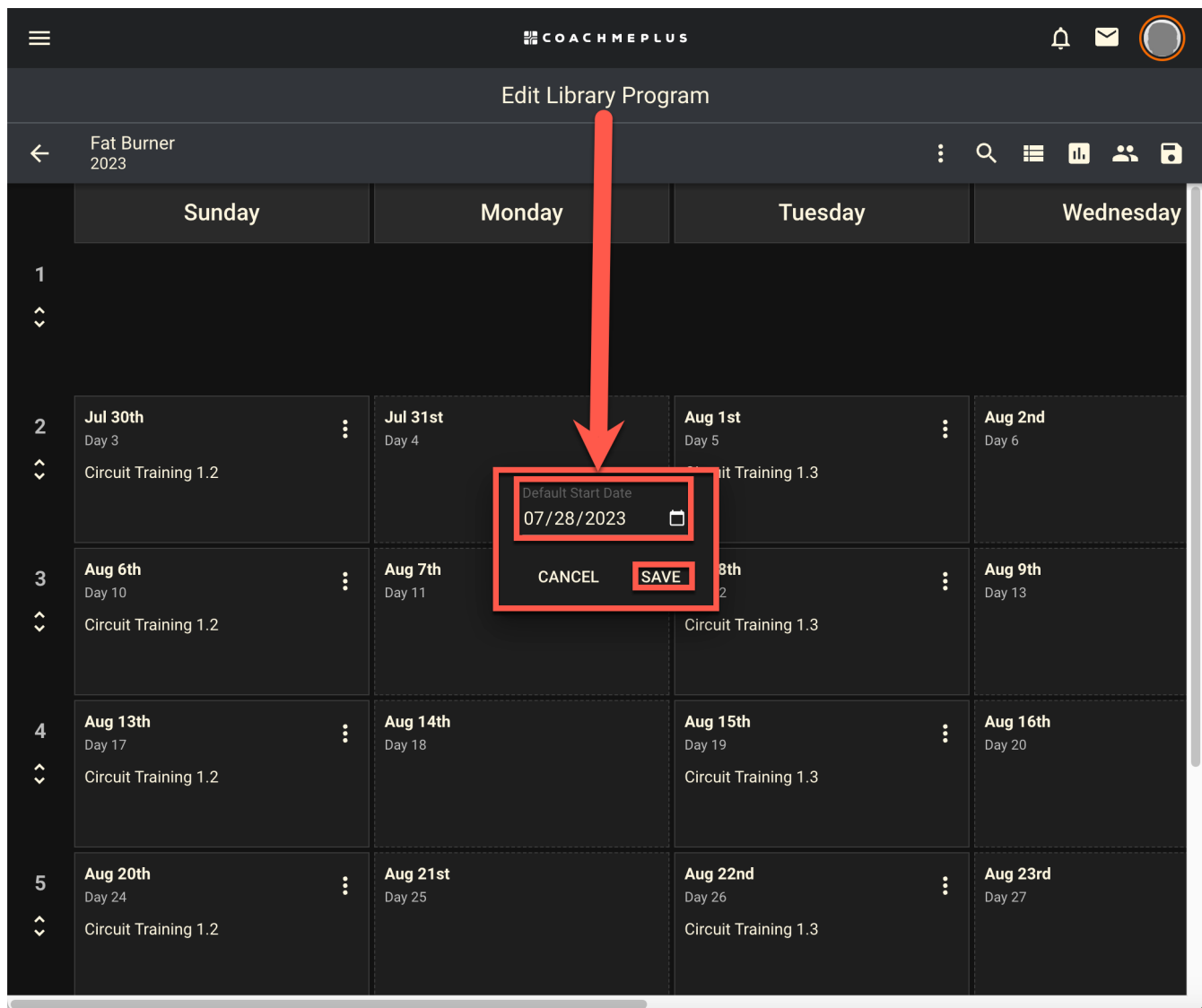


Step 5: Under the **Three Dots Icon**, there is an **Edit Title** and **Default Start Date** box that will allow you to **Edit the title** and select what date you would like your **Program** to start on. After you have made the modifications you would like, click the **Save** icon in the upper-right of the screen.

The screenshot displays the 'Edit Library Program' interface for 'Fat Burner 2023'. A context menu is open, showing options: Copy, Edit Title, Edit Start Date, Toggle Skippable, and Archive. Red arrows point from the menu items to the calendar grid. The calendar grid shows a weekly layout with columns for Sunday, Monday, and Wednesday. The rows represent weeks of training, with dates and activity names like 'Circuit Training 1.2' and 'Circuit Training 1.3' visible.

The screenshot displays the 'Edit Library Program' interface in CoachMePlus. At the top, the program name 'Fat Burner 2023' is visible. A red arrow points to a modal dialog box titled 'Program Title'. Inside this dialog, the current title 'Fat Burner' is shown in a text input field. Below the input field are two buttons: 'CANCEL' and 'SAVE'. The background of the interface shows a calendar grid with columns for Sunday, Monday, Tuesday, and Wednesday, and rows for training sessions (e.g., 'Circuit Training 1.2' and 'Training 1.3').

or



Step 6: After you save your updated program, the changes are applied immediately

Note: The process shown above will only modify the start date of the library program. This will not change the start date of the athlete's program. To change the start date of an athlete's program, you must do this process through the athletes section of the program builder.

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