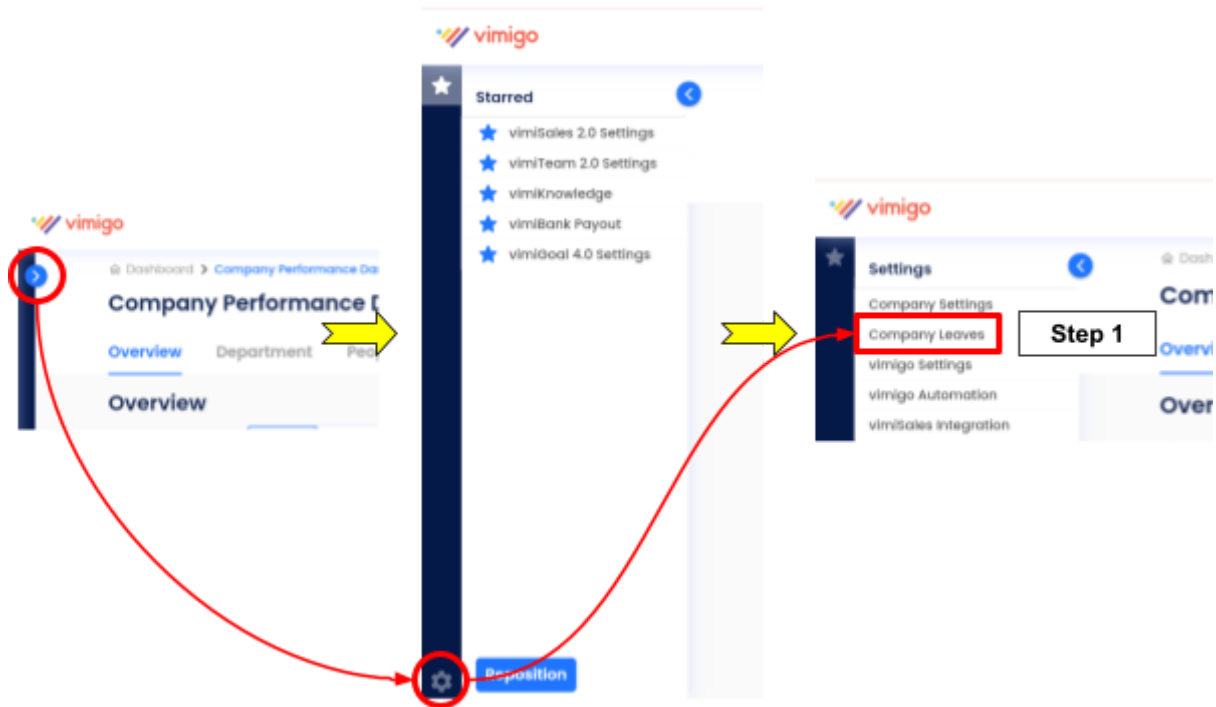


How to change leaves group name?

Step 1: Click **Side Menu Icon** ▶ at the upper left, then click on **Setting Icon** ⚙️ at the bottom left of the side menu bar. Next, click on **Company Leaves**.



Step 2: Click on the **group name** that you want to edit.



Step 3: **Edit** leave group details and click **Update**.

Step 3
Edit the details