

## **Edit existing glossary term**

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## To edit an existing glossary term:

- 1. In the left navigation, go to Glossary. The Glossary page opens.
- 2. Find the term you'd like to edit.
- 3. Select the gear cog icon to Edit term in the Actions column for the term. The Edit glossary term modal opens.
- 4. Make any edits you'd like to the Term name, Display title, and/or Definition.
- 5. Select **Update term** to save your changes.

Any changes to the glossary term will update automatic highlighting but won't impact manually-inserted glossary definitions.