

Roadpost Support Center

Portal > Knowledgebase > GeoPro > GeoPro Web App > Web App for Administrators > Options Tab > How-To > [Editing Points of Interest from the Options tab \[GPv3\]](#)

Editing Points of Interest from the Options tab [GPv3]

Lu Parente - 2015-11-06 - in How-To

Points of Interest (or POIs) allow Administrators and Monitors to mark specific location points on the map which other Administrators, Monitors or Users can view and may find useful. An Administrator or Monitor has the ability to define points of interests on the map which can be made **visible to all users** in the tenant or **only visible to the creator** or POI owner. A point of interest can also be given a description and unique icon and colour. Points of interest can be extremely useful for Monitors while assisting users with day to day logistics or even in emergencies.

This article explains how to edit a point of interest.

1. To edit a existing point of interest, navigate to the **Options** tab and select **Points of Interest**.

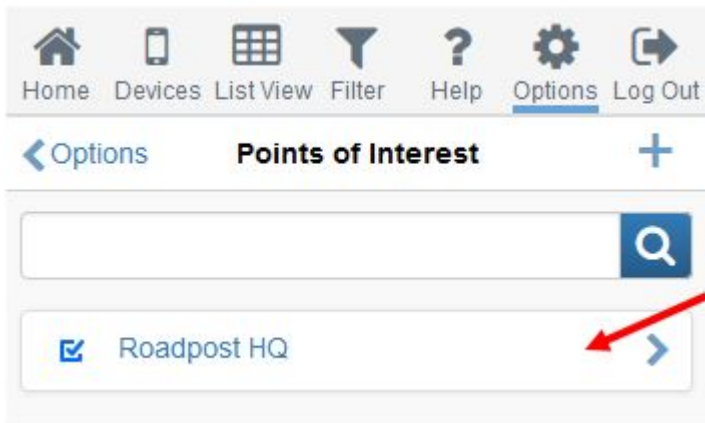
Options

- My Profile >
- Users >
- Groups >
- Global Address Book >
- Global Event Notifications >
- Global Canned Messages >
- Check-In Schedules >
- Synchronization Tools >
- Tracks >
- Geofences >
- Points of Interest >
- Account Management >
- Log a Support Request

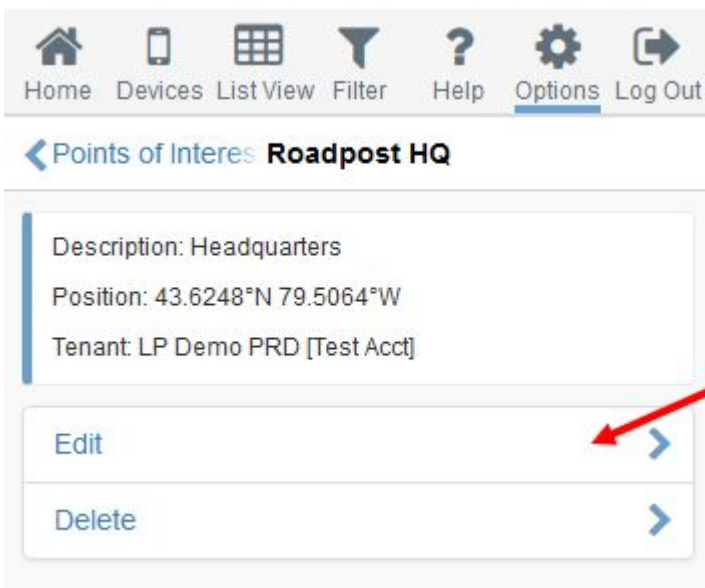


2. The Points of Interest page will be displayed. You now have the ability to **create**, **edit**, and **delete** your points of interests.

To edit a point of interest, select the one from the list.



3. The point of interest details page will be displayed. Select **Edit** to modify the details of the point of interest.



4. Modify any of the details for your point of interest. You can also move the location of your point of interest by selecting it on the map and dragging and dropping it to a new location. When finished, press **OK** to save your changes.

GeoPro

Home Devices List View Filter Help Options Log Out

← Roadpost HQ Edit Point of Interest

Drag the marker to change its position or modify in Latitude and Longitude fields directly.

Name
Roadpost HQ

Description
Headquarters

Icon
Tick

Latitude
43.6248°N

Longitude
79.5064°W

Marker visible to me only
 Marker visible to all users in the tenant

OK Cancel