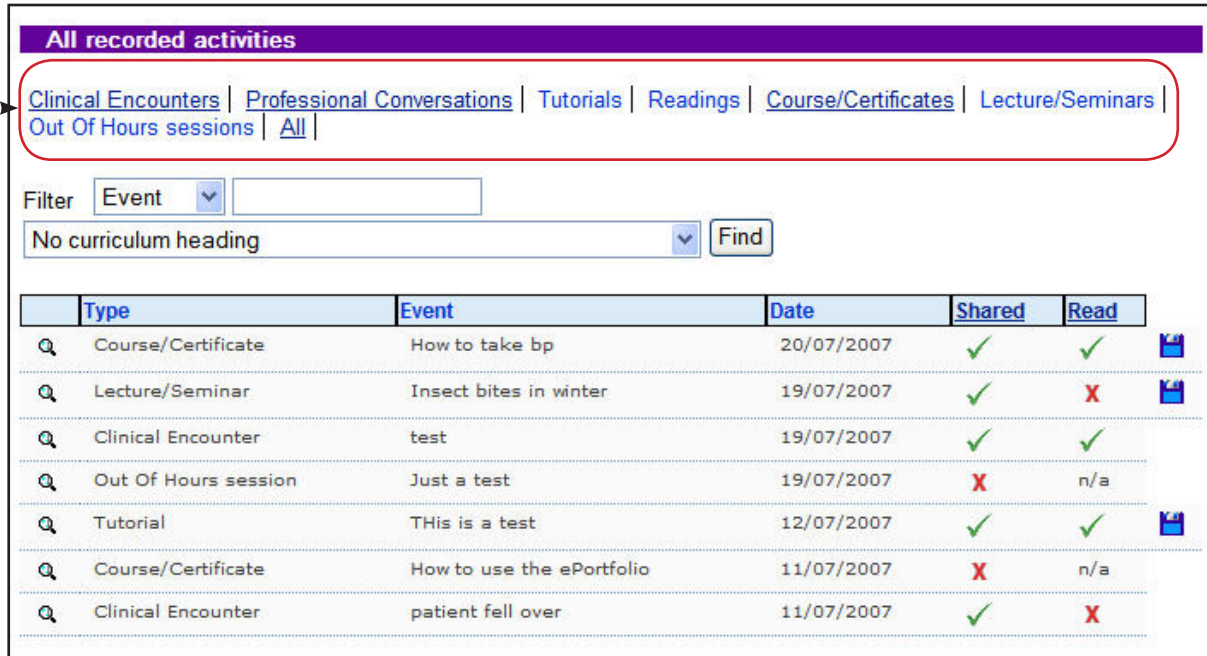# Edit an Existing Learning Log Entry

If the learning log has already been created and you wish to make amendments to it, follow the steps below.

1. Click on 'Learning Log' on the left menu.
2. Under the section marked 'All recorded activities' you will see all the logs you have created.

From here, you can choose whether you wish to see all the logs or just specific logs; for example, only clinical encounters.

3. When you have found the entry you wish to amend, click the 🔍 icon next to the entry.
4. The log will open up to display the contents of the log.
5. Click on 'Edit record' at the top of the screen

6. Make any changes to the record that you require and click on 'Save Event'.