

Editing Listing Details about a Competitor

Use LocationHQ to edit details about a competitor.

To edit details about a competitor, follow these steps:

1. Login to your Alchemer account in LocationHQ.
2. Go to **Locations > Locations** to display the **Locations** page.
3. On the **Locations** page, hover over the location for which you want to manage competitors. The Refresh icon (circular arrows) and the View Competitor icon (binocular) icons appear.



4. Select the View Competitor icon to display the **Local Competitor Manager** page.



5. On the **Local Competitor Manager** page, find the competitor for which you want to edit listing details and select the Edit icon (pencil) to display the **Edit Competitor** page.



6. Change the details as needed.



7. When you're done, select **Save Location**.

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