

Deleting an element and a folder

You can remove a folder, an element, or element revision from a project or library.

Requirements: You must have a project or library role that includes the Delete user right.

If you delete an element that has multiple revisions, all revisions of the element are deleted. If you delete a specific element revision, only that revision is deleted. You can select multiple revisions and delete them all at once, as long as at least one revision remains for the element.

Tip: To delete all of an element's revisions, delete the element in the **Elements** view.

1. Select the folder, element, or element revision.
2. Select **Element** > **Delete Elements** or **Folder** > **Delete Folders**.
3. Click **Delete**.