

Removing elements from a task

You can remove an element from a task when the element is no longer needed, but you still want the assigned users to review other elements in the task.

Requirements: You must have a project role that includes the Modify Tasks user right.

When you remove elements from a task, the task itself is not deleted, even if all of the task's elements are removed.

1. To delete an element from a task, perform the following actions:
 - a. In the left pane, under **Tasks**, click a task.
 - b. In the right pane, select the elements that you want to remove.
 - c. From the **Task** menu, select **Delete Element from Task**.
 - d. In the Delete Element from Task dialog box, click **Delete**.

The elements are removed from the task in the **Tasks** view, but the elements still appear in the **Elements** view.