

Deleting a task template

You can delete a task template when it is no longer needed. Deleting a task template will not affect any tasks that have been created from it.

Requirements: You must have a project role that includes the Task Administrator right.

1. In the Task Template view, select the task template that you want to delete.
2. From the **Task Template** menu, select **Delete Task Template**.
3. To confirm the deletion, in the Delete Task Template dialog box, click **OK**.