## **Delete Status**

1. From CRM module, click Statuses. Statuses screen will appear.

State	uses								^		×
Save Undo Close											
+ Insert △ Up マ Down X Remove Export → ⊞ View → Filter (F3)											К Л Ц Ц
	Status*	Description	Is Opportunity Status	Default Opportunity Stat	Is Campaign Status	Default Campaign Status	lcon	Font Color	Back (	Color	
	Open	Open	$\checkmark$	$\checkmark$	$\checkmark$						-
	Closed	Closed	$\checkmark$		~			SlateGray	Gains	boro	
	Reopen	Reopen	-	-	✓			Navy	Deeps	SkyBlue	
	00 - Refered To	00 - Refered To					Information	Honeydew	Teal		
	01 - New Call	01 - New Call					Information	ForestGreen	Beige		
	06 - Support	06 - Support					Information				
	08 - Wait Customer	08 - Wait Customer					Information				
	10 - Researching	10 - Researching					Information				
	12 - Designing	12 - Designing					Information				
	14 - On Hold	14 - On Hold					Information				
	16 - Waiting for Upgra	16 - Waiting for Upgra					Information				
	22 - Quoting	22 - Quoting					Information				
	24 - Wait Customer Q	24 - Wait Customer Q					Information				
	30 - Ready for Prog	30 - Ready for Prog					Information				-
? 🗘 🖗 1.23s   Ready											

2. To delete Status, select the status to be deleted. Grid row checkbox must be checked.

3. Click **Remove** button. This message will appear:



4. Click Yes to proceed.

5. Once the data is removed from the list, click Save button to apply changes.

6. If the data you are trying to delete is already used, this message will appear:

