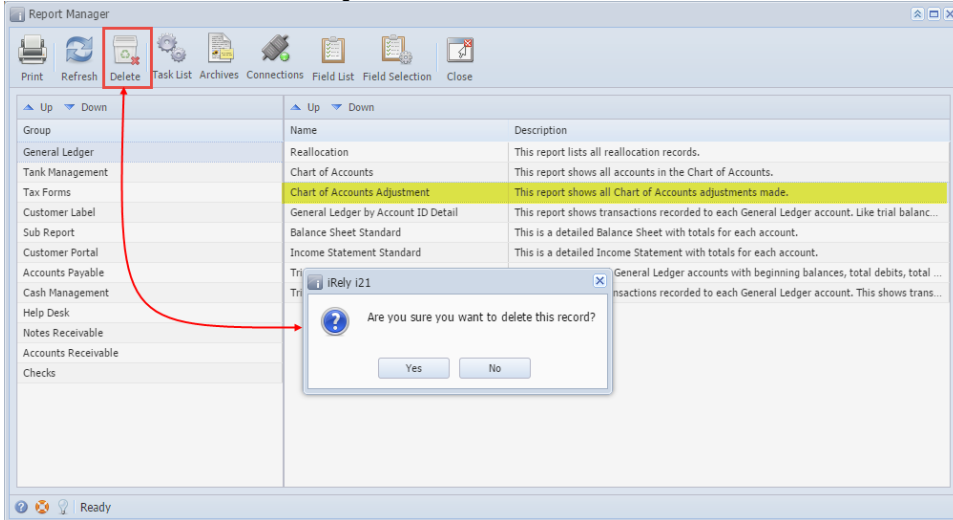


# How to Delete a Report

1. Open the **Report Manager** screen. Refer to [Report Manager](#).
2. Select the specific report to be deleted.
3. Click the **Delete** toolbar button.
4. Select **Yes** on the confirmation message.



**NOTE:** Reports that are used cannot be deleted. This message will appear:

