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How to delete a group

Ron M. - 2024-04-05 - Community Groups

If a Group was created in error or is no longer needed, it can be deleted/removed.

Warning

If a group is deleted, all of the Group's content and history will be deleted as well.

Deleting a Group

- 1. Click **Groups** or the **People** icon on the left menu.
- 2. Click **View** on the group would want to delete.
- 3. Near the top right, click the **Delete** button.
- 4. Checkmark the "I understand that this action cannot be undone" check box to confirm you understand it cannot be undone and then click the **Delete** button to delete the group.

Related Content

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- How to create a new group
- <u>How to manage group categories</u>