

## **Edit or Delete an Object Type**

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## To edit or delete an object type:

- 2. Click the object type or enter the name of the object type in the **Search** field, then click it to display the **Edit Object Type** page.
- 3. To edit the object type's name, description, or monogram, click the next the object type's name at the top of the page.
- 4. Click the tabs to edit or delete the components added to the object type.
- 5. To delete the object type, click the icon.



If any data has been saved to or associated with the object type, it's strongly recommended that you **do not** delete it. Additionally, you will not be able to delete an object type until all its objects have been deleted.

6. Click **Done** when finished.