

How do I delete a project?

1. Open the project you wish to delete. Along the top of the project page, select the **Other Functionality** tab.

🖀 Pi	roject Home	ੰΞ Project Setu	Dip 🗈 Other Funct	tionality 🕓 P	roject R	evision History	Edit project settings
ect	ect status: 🎤 Development				Completed steps 0 of 7		
Scro	oll to the bott	om under ' <i>Pi</i>	roject Manageme	ent' and click I	Delete	the project	
	😭 Project Home	ੰ≣ Project Setup	Other Functionality	Project Revision	History	Edit project settings	
	What is the REDCap API?						
	The REDCap API is a for programmatical	is used omated					
	data imports/expor						
		- shtsis as ADI takas	which will all an an an an			and front	
	grant you API user p	privileges on the Use	r Rights page, after which yo	ou will then see a link o	called 'API' (on the	
	left-hand menu. The	at API page will provid tokens: 0	de instructions on how to re	equest an API token.			
	Project Managem	ent					
l	X Delete the proje	ct ou may completed also.	pletely remove this project,	in which all its data wil	ll be perma	anently	
	Erase all data	You may erase	e all currently collected data	in the project, which i	ncludes all		
		(if applicable),	and any logging events per	records/responses, su taining to data collection	on on	onses	
				canning to data concern	on.		
	Archive the pro	ject You may archi	ve the project if you do not	wish to use it any long	ger. Archivi	ng the	
	Archive the pro	ject You may archi project will tal accessed agai	ve the project if you do not the it offline and remove it fr n by clicking the Show Archiv	wish to use it any long om your list of projects red Projects link at the b	ger. Archivi s. It can on bottom of t	ng the ly be the <i>My</i>	

3. If your project is in production status, a deletion request will automatically be sent to the REDCap@Yale team. We will confirm your intention before processing the request.

Please allow <u>1-2 business days</u> for your request to be reviewed and approved.

FAQ: Delete Project (v1.0, 11/15/20)					
Page 1 of 1	Tags: Production Changes, Deletions				