

Edit or Delete an Object Type

Last Modified on 04/20/2021 12:05 pm EDT

Overview

Administrators can edit or delete object types from your org.



Warning:

If any data has been saved to or associated with an object type, it's strongly recommended that you **do not** delete it.

User Account Requirements

The user must have Administrator permissions in order to access the **Admin Overview** section.

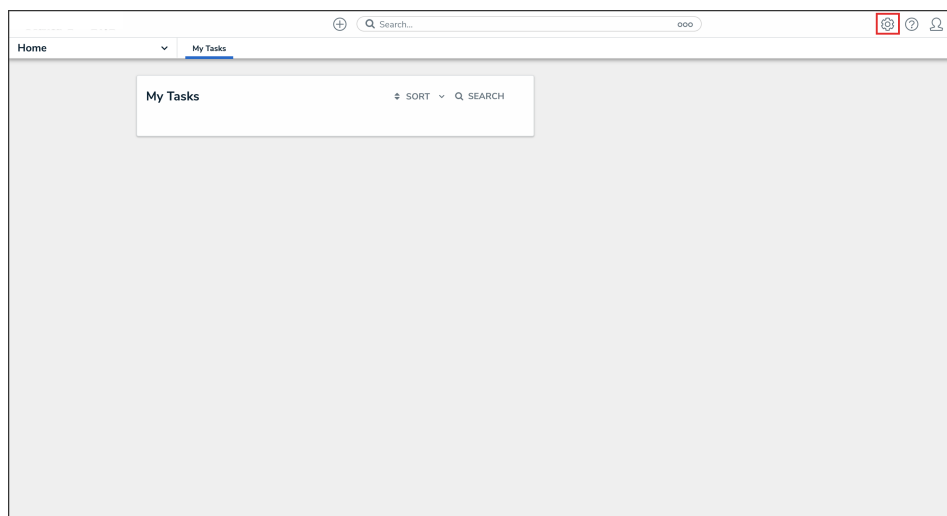
Related Information/Setup

Please refer to the [Object Types Overview](#) article for more information on object types.

Please refer to the [Delete an Object](#) article to learn more about deleting objects before deleting an object type.

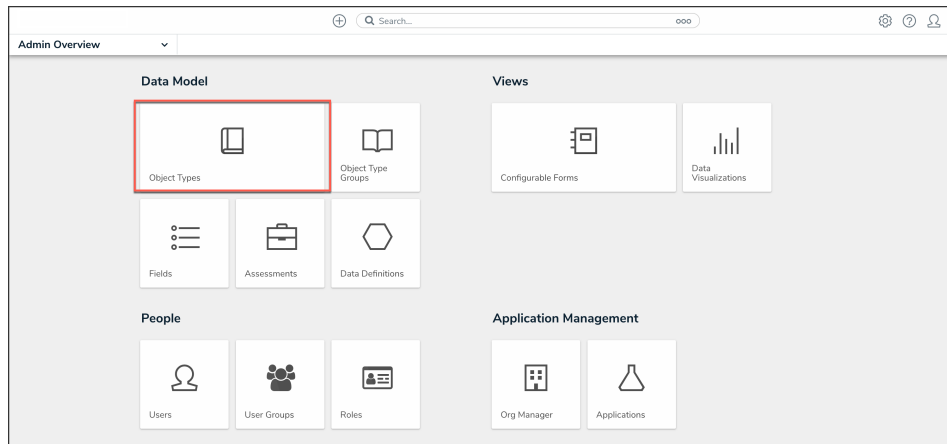
Navigation

1. From the **Home** screen, click the **Administration** icon.



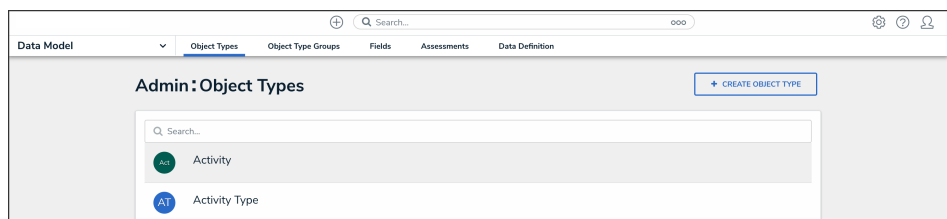
Administration Icon

- From the **Admin Overview** screen, click the **Object Types** tile under the **Data Model** section.



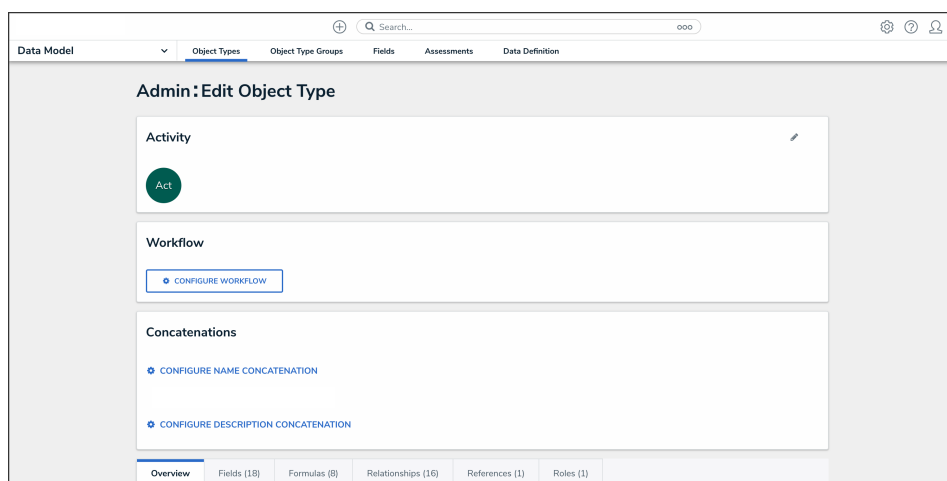
Object Types Tile

- From the **Object Types** screen, enter a keyword in the **Search** field to narrow the Object Types list and click the Object Type you wish to edit or delete.



Object Type Name

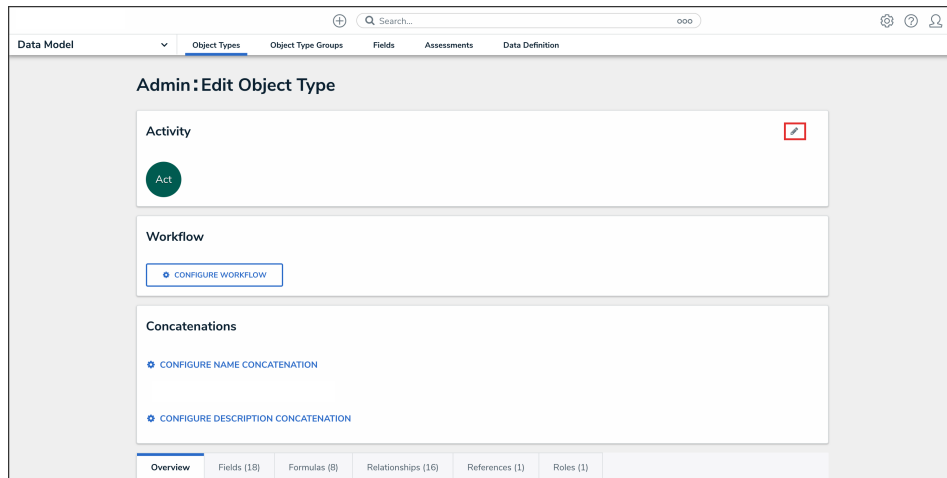
- You can edit and delete the object type from the **Edit Object Type** screen.



Edit Object Type Screen

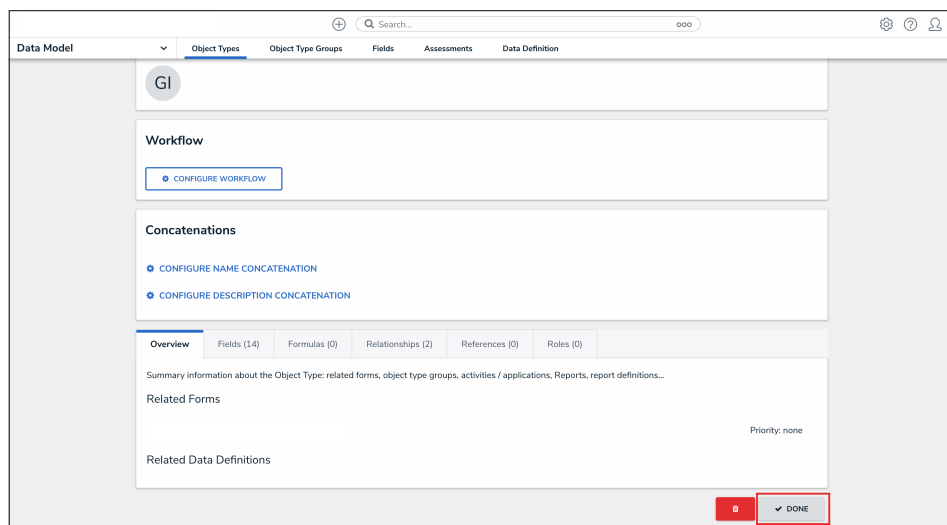
Editing an Object Type

1. To edit the object type's name, description, or monogram, click the **Edit** icon beside the object type's name.



Edit Object Type Icon

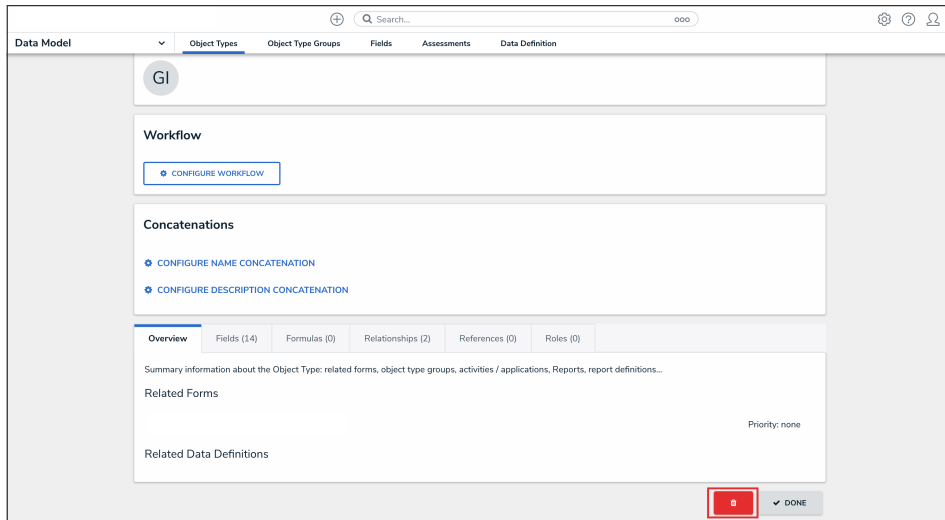
2. Click the tabs to edit or delete the components added to the object type.
3. Click the **Done** button.



Done Button

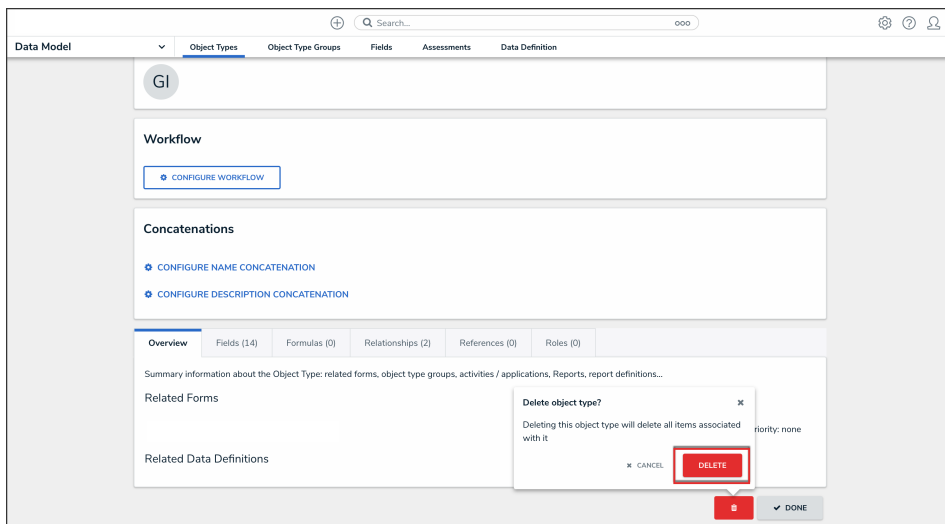
Deleting an Object Type

1. Before deleting an object type, you must **delete all objects** associated with it.
2. To delete the object type, click the **Delete** icon.



Delete Icon

3. Click the **Delete** button to confirm.



Delete Button