Edit or Delete a Portal URL

Overview

Users can edit or delete Portal URLs from their Orgs.

User Requirements

The user account you use to log into Resolver must have Administrator permissions.

Required Information/Setup
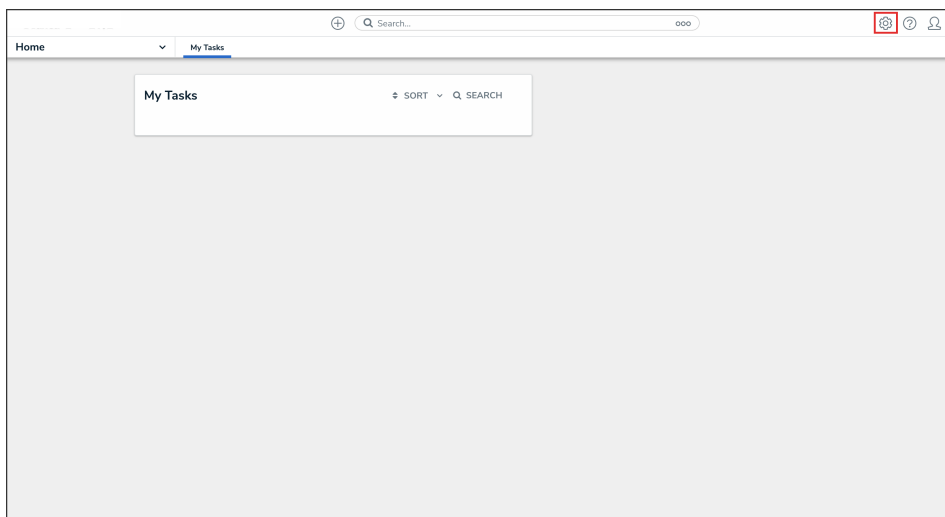
Please refer to the Portal URL Overview article to learn more about using a Portal URL.

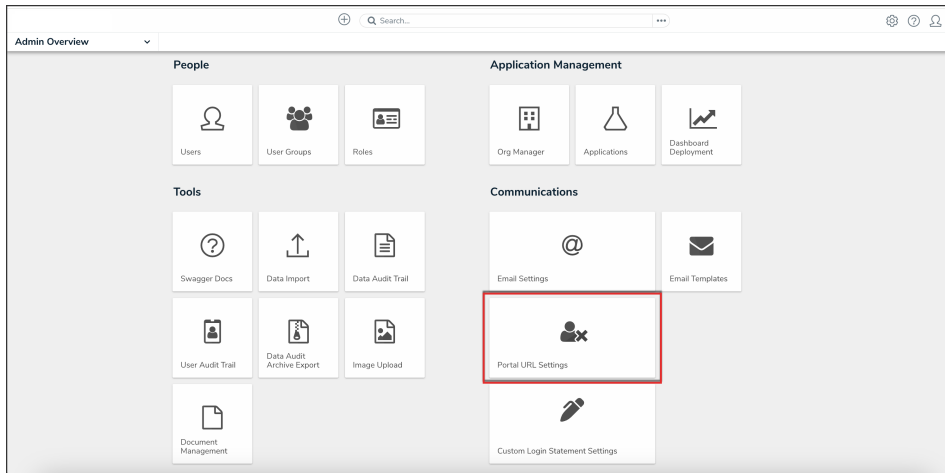Please refer to the Creating a Portal URL article for more information on creating a new Portal URL.

Navigation

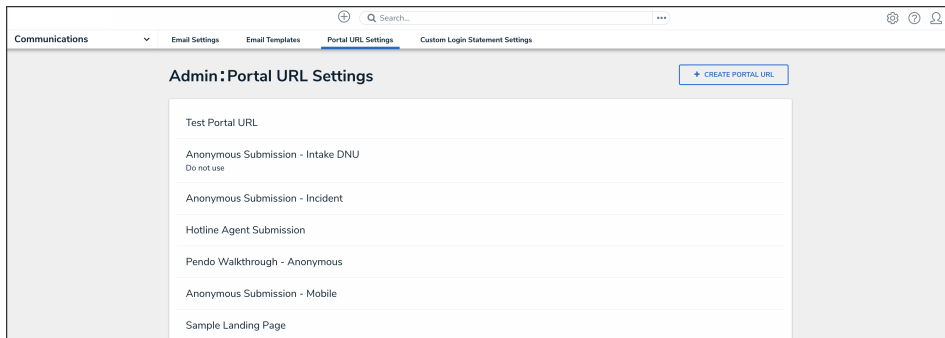1. From the **Home** screen, click the **Administration** icon.

Administration Icon

2. From the **Admin Overview** screen, click the **Portal URL Settings** tile under the **Communications** section.

Portal URL Settings Tile

3. From the list on the **Portal URL Settings** screen, click the name of the Portal URL that you want to edit or delete.

Portal URL Name

Editing a Portal URL

1. From the **Edit Portal URL** screen, you can edit the Portal URL name and description, and change the user, type, object type, and form used.
2. Click the **Regenerate** button from the **Login URL** field to create a new Login URL.
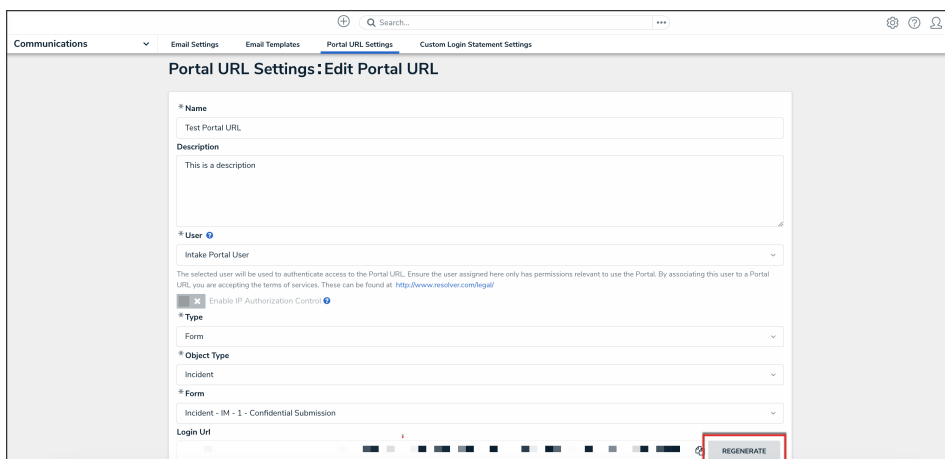
> **Warning:**
> *You must generate a new Login URL if you edit any field on the Edit Portal URL screen.*

3. Click the **Done** button to save your changes.

Done Button

Deleting a Portal URL

1. From the ***Edit Portal URL*** screen, click the **Delete** icon.

Delete Icon

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

Delete Button