

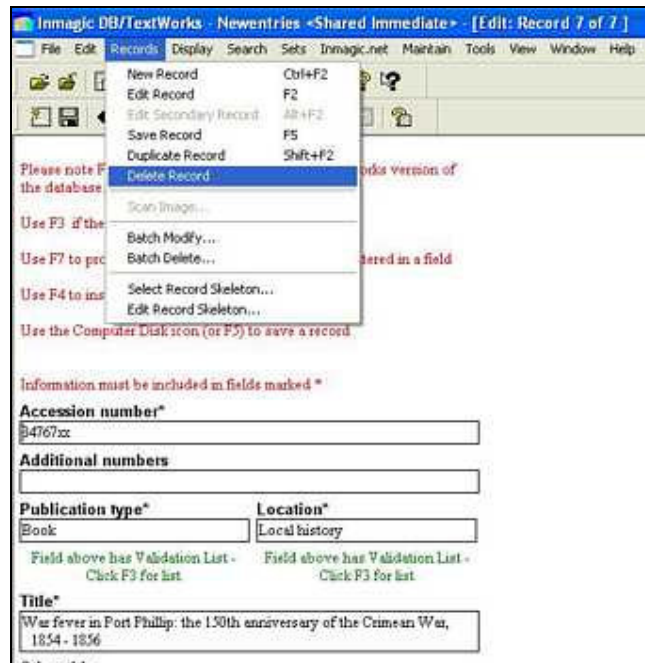
Delete single records in DB/TextWorks

Sometimes you need to delete an item from the database

Open the edit screen containing the record to be deleted

Go to the Records Menu

Choose Delete Record



A box appears confirming that the item is to be deleted

The item will then be deleted

