



Mass Delete PMIS History - HRS6285

Table of Contents

Mass Delete PMIS History - HRS6285 i

Mass Delete PMIS History - HRS6285 1

Mass Delete PMIS History - HRS6285

Position Management > Utilities > PMIS > Mass Delete PMIS History

This utility allows the user to delete all PMIS history records for a selected school year at one time.

An export using Export PMIS Tables should be created prior to using this utility.

Delete PMIS history records:

Field	Description
Select School Year	Type the four-digit school year for which you want to delete PMIS history records.

Note: You must enter a prior school year. The value cannot be the current school year (i.e., the value Current Year field on the District Administration > Options > PMIS District Options page).

Click **Execute** to process the deletion of records.

[Create a backup.](#)

After the export process is complete, the actual update is done. If the update is successful, a message is displayed indicating that the mass delete of PMIS history records was processed successfully.