



## **Mass Delete PMIS History - HRS6285**



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## ***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
<b>Select School Year</b>	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. You are prompted to [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.