



Clear data from the previous year.

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State Reporting > Utilities > Delete/Clear Tables

Under **Summer Collection** select the data you want to delete.

Delete

Options

Delete All Records

Organization Data

Shared Services Arrangement
 Campuses
 Contracted Instructional Staff

Fall Collection

Finance Data

Budget

Staff Data

Demo & Payroll
 Responsibilities
 Contracted Staff (Staff Type 2)

Student Data

Demo, Enrollment, Special Ed, CTE & Leaver Data

Midyear Collection

Organization Data

Prior Campus
 Prior SSA

Finance Data

Actual
 SSA Actual

Summer Collection

Classroom Link Data

Course Section & Teaching Assignments

Staff Data

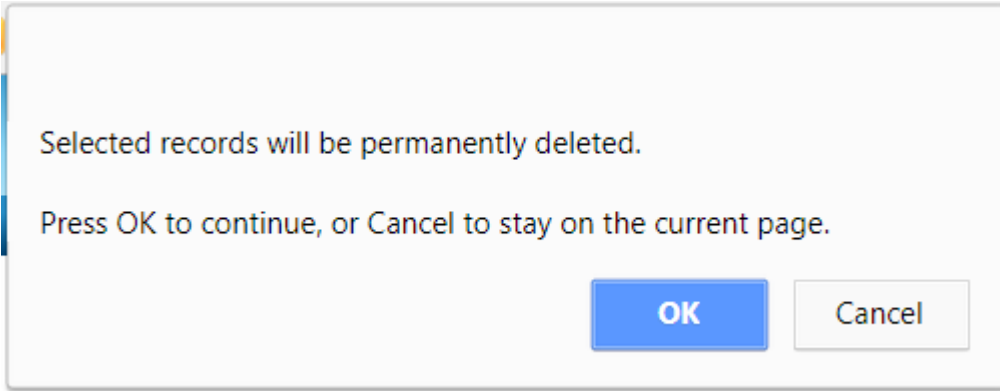
Demo

Student Data

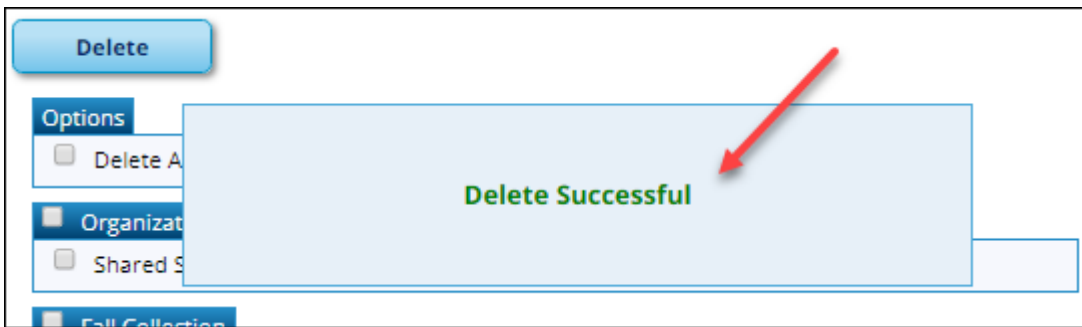
Demo, Attendance, Course Completion, Discipline, Sp Ed Restraint & Title 1
 Flexible Attendance
 Special Ed Flexible Attendance
 CTE Flexible Attendance

Extended Collection

Click **Delete**. You are prompted to confirm that you want to delete the records.



Click **OK** to continue. A message is temporarily displayed when the process is finished.





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