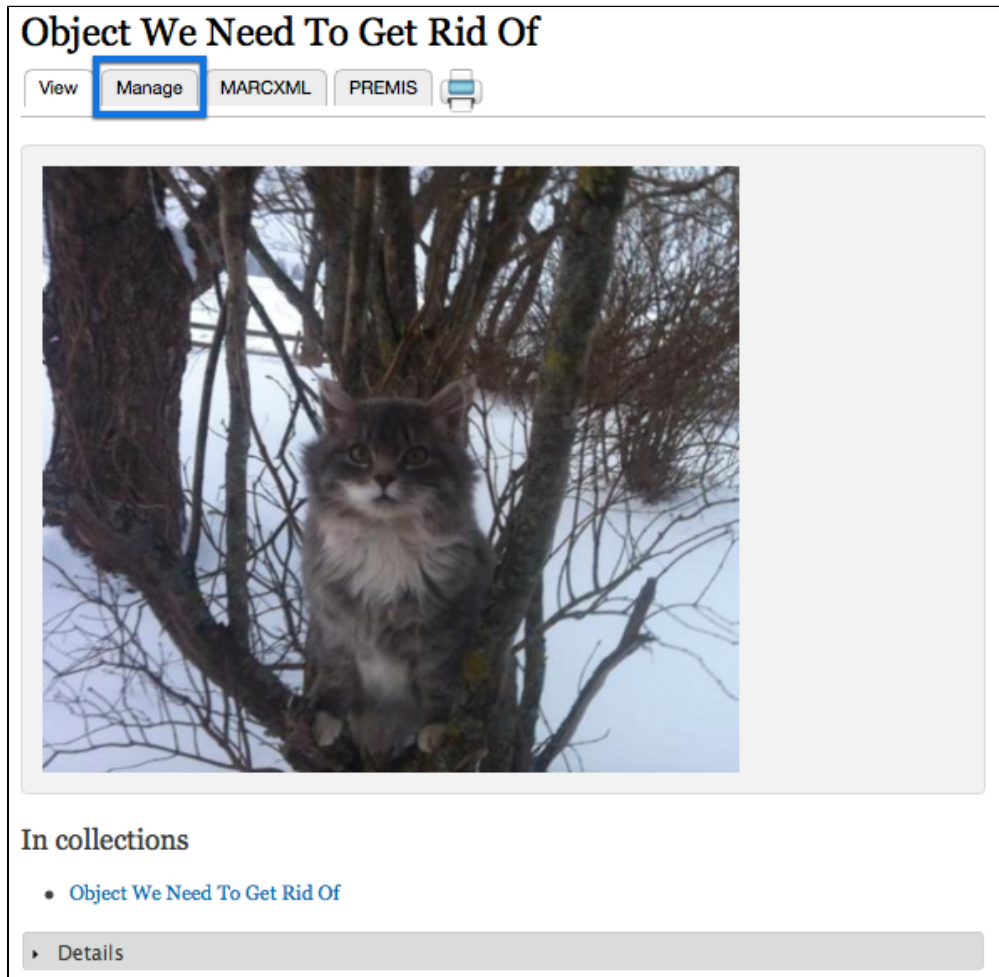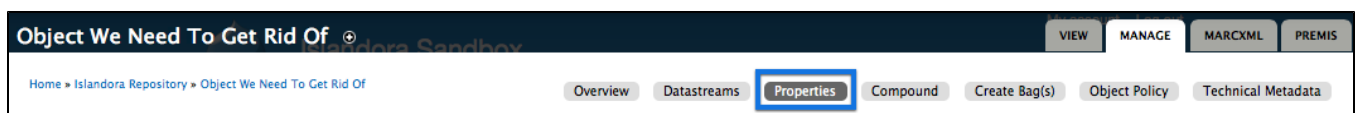# How to Purge an Object

To purge an object is to completely remove it and its record from the repository. This tutorial will walk you through the steps to purging a single object.

Purging cannot be undone. If you purge an object then the object and its entire administrative history are removed.

1. Navigate to the page of the object you would like to delete and click the 'Manage' tab.

You can do this by searching for the object, or navigating to its collection and page through the repository itself. In this example, we will be removing an object with the 'Basic Image' content model.

2. Click the 'Properties' button

This will take you to that object's properties management page.

3. Click the 'Permanently Remove' button

Item Label *

Object We Need To Get Rid Of

A human-readable label

Owner

admin

The owner's account name

State *

Active ▲▼

The object's state (active, inactive or deleted)

(Update Properties)   (Permanently remove 'Object We Need To Get Rid Of' from repository)   (Regenerate all derivatives)

This will take you to the delete confirmation screen.

4. Confirm the deletion by clicking 'Delete' again

Home

Are you sure you want to delete *Object we need to get rid of?*

This action cannot be undone.

(Delete) Cancel

After this, the object will be completely removed from the repository.