## Delete a Work Order Status

Last Modified on 03/04/2025 4:57 pm EST

To delete a Work Order Status, from the main menu, arrive at the Work Order Statuses setup with this path: Setup > Operations > Work Order Statuses.

The Work Order Status list opens. Locate the Work Order Status you want to delete, and then click the **Delete** button.

*Note*: When you click Yes to delete a record, this does not delete the value from the database; Managely marks the record as "Inactive". In most cases, if a setup value was previously marked as "deleted", you can re-activate the deleted [inactivated] record. When selecting to view Inactive Only records, items that were previously "deleted", will appear in the inactive list.

Work Order Status				
+ Add Work Order Status				
Status Code	Status Description	Status		
CMPL	Completed	Completed	d Edit	Delete
IP	In Progress	Open	J Edit	Delete
New	New	Open	🖉 Edit	Delete
Open	Open	Open	🖉 Edit 🄇	Delete
RDY	Ready To Bill	Ready To Bill	J Edit	Delete
Reopn	Reopen	Open	J Edit	Delete
sc	Scheduled	Open	J Edit	Delete
Void	Void Work Order	Completed	J Edit	Delete
wos	Work Order Status - sf	Open	J Edit	Delete
н 4 1	н н		1 - 9 of 9 items	C Refresh

A confirmation message opens. Click the Yes button to delete the record.

