

Delete a Change Request

A Change Request can only be deleted by the Creator when the item is in the Draft state of the lifecycle.

There are two ways to delete a Change Request:

1. Go to the list of Change Requests (**Contents** → **UCM** → **Change Requests**), and right-click on the Change Request you want to delete. Click **More** and then click **Delete**.
2. Click the three-dot icon in the Change Request view and select **Delete**.

