

How do I delete a keyword or campaign?

Last Modified on 09/20/2023 11:43 am PDT

Technically speaking a keyword cannot be deleted only modified, but a campaign can be deleted.

NOTE: Only keywords that do not have pledges, donations or sent text messages may be removed.

To modify your keyword, click **Activity Keywords** from the left navigation, then select the keyword you would like to modify.

On this page, simply edit the keyword or choose a new campaign to move that keyword to. Click Save to complete.

Keyword

Keyword

Select existing keyword

▼

Campaign

Celebration


▼

Save

Now that you've moved the keyword to a new campaign, it's time to delete the campaign.

Deleting Campaigns

You can delete campaigns that you aren't using. From the left navigation, select **Existing Campaigns**. To delete a campaign, click the trash can icon, then confirm the action by clicking Save.

 Dashboard



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 Existing Campaigns

 Existing Activities



 Website Donation Form





 New Campaign

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Campaigns

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Name	# Messages	Pledged	Collected	Actions
Spring Demo	28	\$4,455.00	\$2.76	
Give Bullis	14	\$0.00	\$0.00	
Mobile Business Card	14	\$0.00	\$0.00	
Elementary Campaign	11	\$106.00	\$0.00	
onlineg000005lk	0	\$102.56	\$0.00	