

# Delete a tag

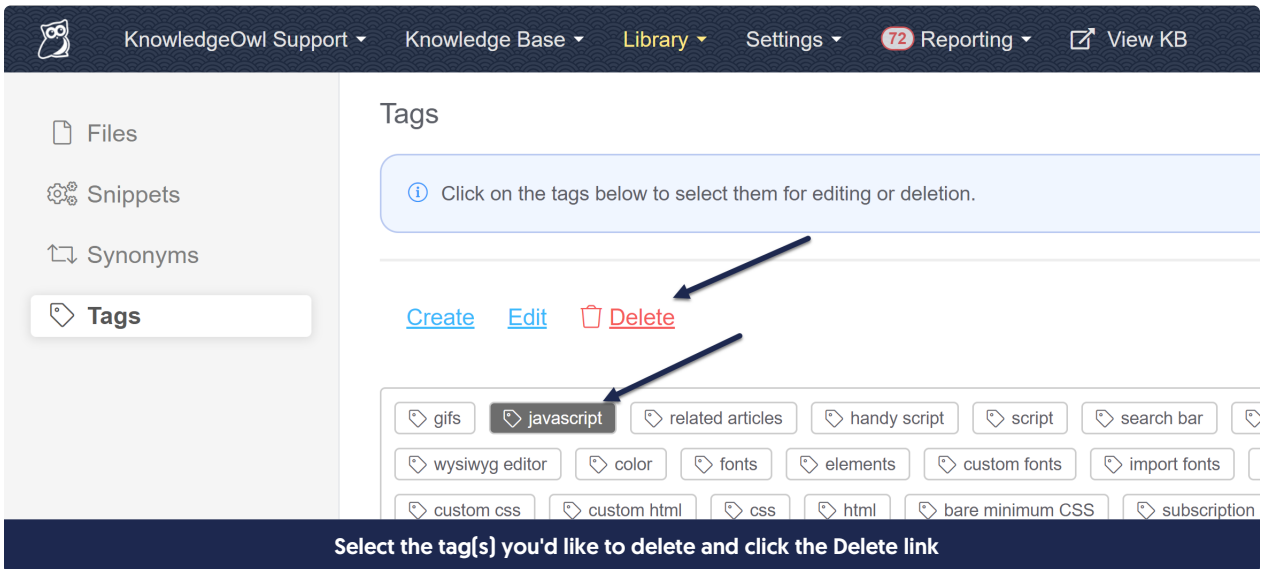
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Once a tag has been created, you can delete it from the Tag Library. This will remove the tag from all articles or categories where it's been used.

Our default **Editor** and **Writer** roles have permission to delete tags. If you're using a **custom author role**, that role must have the Tag **Permission to Delete tags**.

To do so:

1. Go to **Library > Tags**.
2. Click on the tag or tags you'd like to delete. (If you have a lot of tags, you may need to search to find the tags you want.)
3. Once you've clicked on one or more tags, the **Delete** link will activate. Click that link.



The screenshot shows the KnowledgeOwl interface. The top navigation bar includes 'KnowledgeOwl Support', 'Knowledge Base', 'Library', 'Settings', 'Reporting' (with a notification badge for 72), and 'View KB'. The left sidebar has 'Files', 'Snippets', 'Synonyms', and 'Tags' (which is selected). The main content area is titled 'Tags' and contains a light blue instruction box: 'Click on the tags below to select them for editing or deletion.' Below this are three links: 'Create', 'Edit', and 'Delete' (highlighted in red). A list of tags is shown below, with 'javascript' selected. A dark blue banner at the bottom of the screenshot reads: 'Select the tag[s] you'd like to delete and click the Delete link'. Two arrows point from the instruction box to the 'Delete' link and the 'javascript' tag.

4. This will open a confirmation pop-up to be sure you want to delete these tags. Click **OK** to delete them.

## Delete Tags



Are you sure you wish to delete these tags?



Click OK to confirm the deletion of the tags you selected

5. All the tags you selected will be deleted and removed from any articles or categories that referenced them.