![knowledgeowl logo]

Delete glossary terms

Last Modified on 09/10/2025 7:39 pm EDT

To delete a single glossary term:

1. In the left navigation, go to **Glossary**. The Glossary page opens.

2. Find the term you'd like to delete.

3. Select the trashcan icon to **Delete term** in the **Actions** column for the term. The **Delete terms** modal opens.

4. Confirm the term displayed here is the one you want to delete.

5. Select **Delete** to confirm the deletion.

To delete multiple terms:

1. In the left navigation, go to **Glossary**. The Glossary page opens.

2. Check the boxes next to all the terms you want to delete. Select all terms on the page using the check box to the left of the **Term** header.

3. Select the **Delete** option near the top of the page:

Sample Delete button after making selections

The **Delete terms** modal opens to display a summary of the terms you've selected.

4. Select **Delete** to confirm the deletion.

Any changes to the glossary term will update **automatic highlighting** but won't impact **manually-inserted glossary definitions**.