

Delete media in Rich Media CMS

Last Modified on 05/06/2026 8:40 pm IDT

 This article is designated for administrators.

About

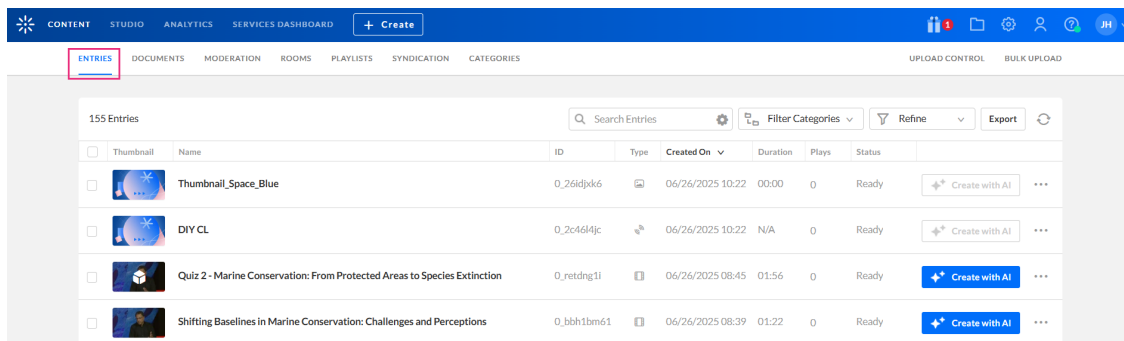
You can easily delete one or more media entries you've uploaded to Rich Media Content Management System.











If you want to replace a video while keeping its analytics and metadata, see [Replace videos in Rich Media CMS](#).


Delete media









1. Log into your Rich Media CMS.
The **Entries** page displays by default.



Thumbnail	Name	ID	Type	Created On	Duration	Plays	Status	
<input type="checkbox"/>	 Thumbnail_Space_Blue	0_26idjxk6		06/26/2025 10:22	00:00	0	Ready	<input type="checkbox"/> Create with AI ...
<input type="checkbox"/>	 DIY_CL	0_2c464jc		06/26/2025 10:22	N/A	0	Ready	<input type="checkbox"/> Create with AI ...
<input type="checkbox"/>	 Quiz 2 - Marine Conservation: From Protected Areas to Species Extinction	0_retdng11		06/26/2025 08:45	01:56	0	Ready	<input type="checkbox"/> Create with AI ...
<input type="checkbox"/>	 Shifting Baselines in Marine Conservation: Challenges and Perceptions	0_bbh1bm61		06/26/2025 08:39	01:22	0	Ready	<input type="checkbox"/> Create with AI ...

2. Check the checkbox(es) next to the entry(ies) you want to delete.
The **trash can icon** displays at the top of the table.
3. Click the trash can icon.

368 Entries • 4 Selected  More Actions Cancel

<input type="checkbox"/>	Thumbnail	Name	ID	Type	Created On	Duration	Plays	Stat
<input checked="" type="checkbox"/>		shortend version	1_jvgfewt2		12/20/2023 11:33	39:26	0	Rea
<input checked="" type="checkbox"/>		Sphinx - JAK ...	1_9pa2uq7g		12/19/2023 18:08	03:05	2	Rea
<input checked="" type="checkbox"/>		Test	1_lretk59w		12/19/2023 17:41	N/A	0	Rea
<input checked="" type="checkbox"/>		success happy ...	1_1xmqlvv		12/19/2023 17:37	00:00	0	Rea

A confirmation message displays: *Are you sure you want to delete the selected entries? [entries] Please note: these entries will be permanently deleted from your account.*

4. Click **Yes** to confirm.



You can delete multiple items at once (up to 35 at a time within 10 seconds). If you exceed this limit, you'll see an error message: BaseEntry.Delete API error: "Entries are not deleting."