

# Delete a Recording



INFO: PLEASE NOTE ONCE A RECORDING HAS BEEN DELETED IT CAN NOT BE RETRIEVED.

From the **Recording Archive** page click on the **Delete Recording** icon.

Call Record Web Portal

SIGN OUT

Dashboard > Recording Archive

Welcome  
Henry Jackson

Dashboard

Recordings

Recording Archive

Numbers

Flags

Analytics

Personnel

Reports

Payment & Billing

Configuration

Recording Archive

Here you can view a full listing of all your recordings stored within the platform. You can click into a recording to access the media player as well as a detailed breakdown of recording information.

FILTERS

Connected At	From	To	Duration	Score	Flags
15/01/2021 10:22:45	0785	0113 Ben	00:04:57	0	
14/01/2021 16:19:18	0121	0113 Ben	00:14:13	0	
14/01/2021 16:06:15	0780	0113 Alex	00:00:06	0	
14/01/2021 16:04:31	0113 Ben	0121	00:00:53	0	
14/01/2021 15:45:19	0113 Ben	0447	00:04:22	0	

You will now prompted to confirm that this is the recording that you wish to delete. Click on **CONFIRM DELETE**

Call Record Web Portal

SIGN OUT

Dashboard > Recording Archive > Delete Recording

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Recordings

Recording Archive

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Flags

Analytics

Personnel

Reports

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Configuration

Delete Recording

Are you sure you want to delete the following recording?

When a recording is removed it will be deleted permanently. Please ensure you really wish to delete this recording!

15/01/2021 10:22:45 - 15/01/2021 10:27:42

0113 <Ben>

0785

CONFIRM DELETE CANCEL

The recording has now been deleted.

🔄 Revision #1

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✎ Updated Mon, Jan 18, 2021 11:43 AM by Admin