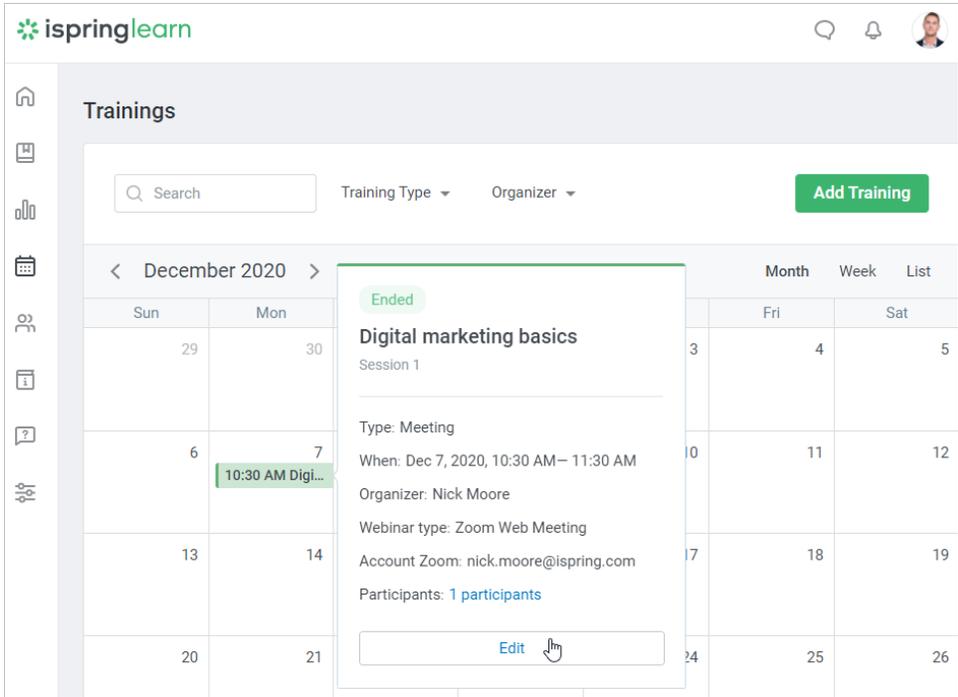


Deleting a Training

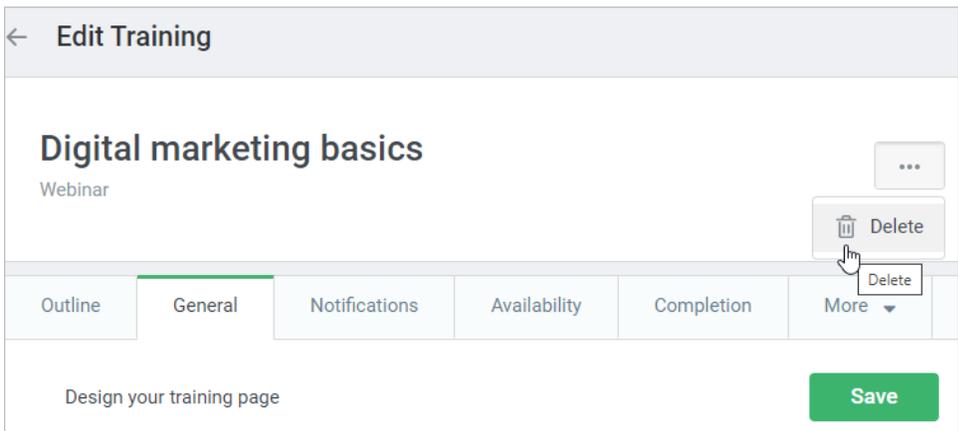
The *Account Owner*, *Account Administrators*, *Department Administrators*, *Publishers*, and users with a [custom role](#) enabled to delete trainings can delete a training that was created by themselves or by users belonging to the departments they manage and their sub-departments.

To delete a training:

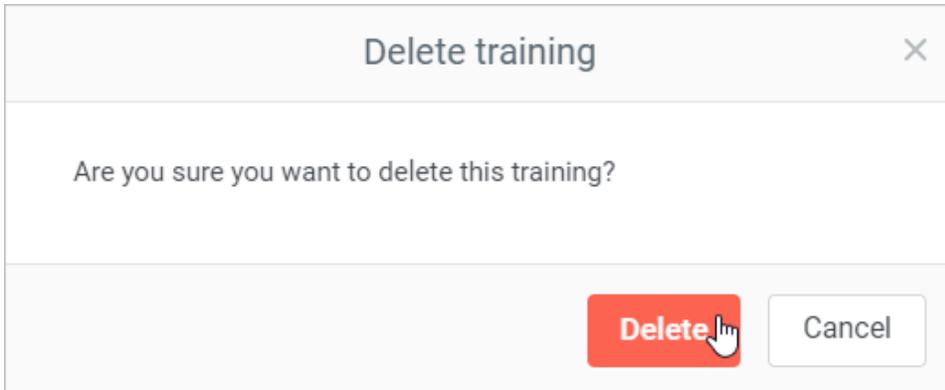
1. Go to the **Trainings** section, locate a training in the calendar, click on it, and hit the **Edit** button in the window that appears.



2. On the training page, click **Delete**.



3. Confirm your choice in the **Delete training** window.



Notes:

1. If you delete a meeting in Zoom, it will be also removed in iSpring Learn, and vice versa.
2. When a meeting is deleted, all statistics on it are removed from [reports](#).
3. If you delete a training that hasn't started yet, but some participants are enrolled, they will receive a notification about the training being canceled.
4. When the training is deleted, all enrollments of all training sessions, as well as the sessions themselves, are deleted.