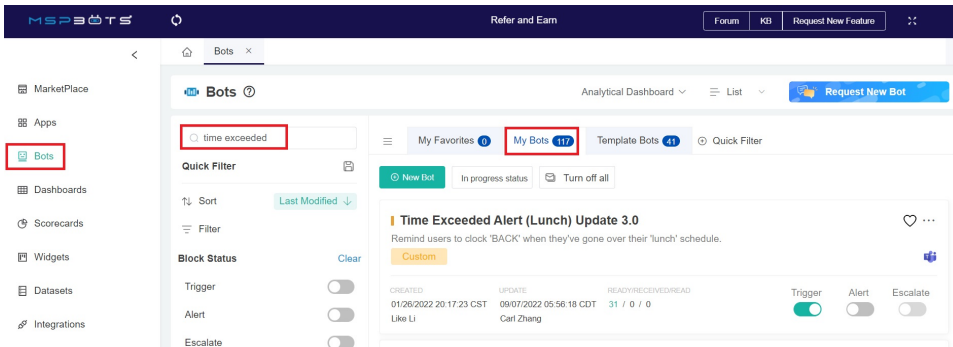# How to Delete a Bot

Users with an admin role can delete a bot by following the steps below:
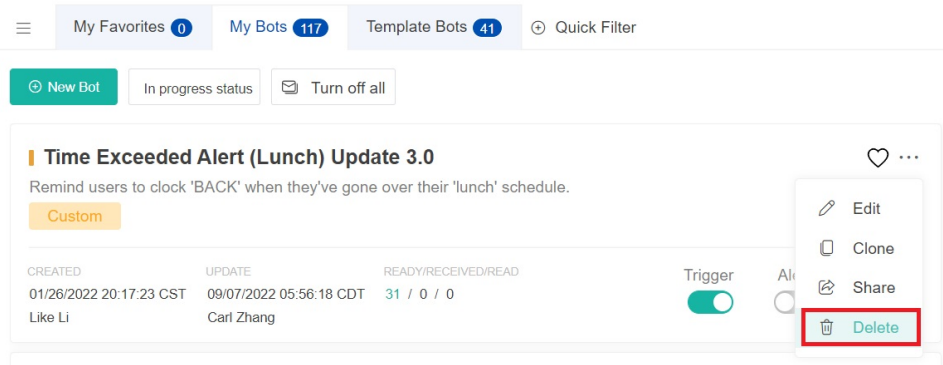
1. Login to the MSPbots app and navigate to **Bots**.
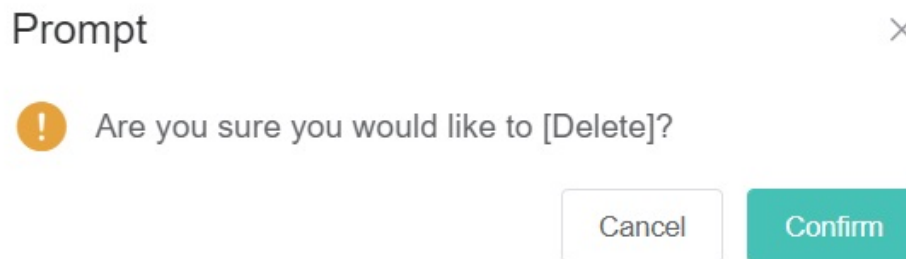2. On the Bots tab, go to **My Bots** then search for the bot you want to delete.

3. Delete the bot using one of the following options:

- From the Bots listing page on the My Bots tab.

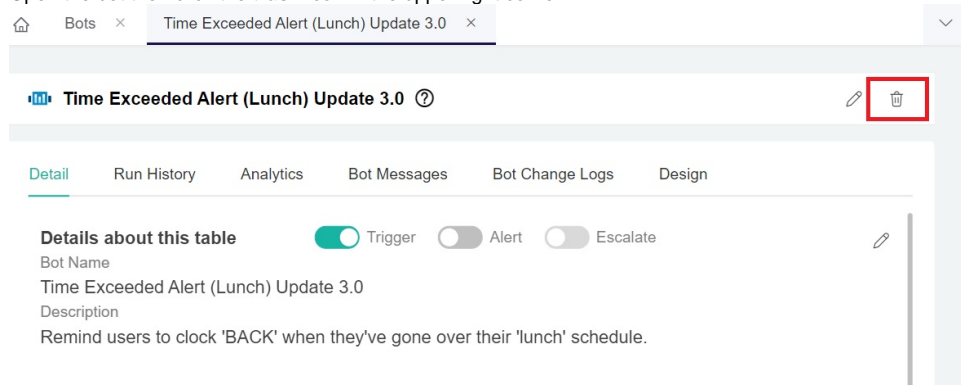a. Click the **ellipsis ...** button then select **Delete**.

b. Click **Confirm** when prompted.

- From inside the bot Detail tab

a. Open the bot then click the **trash** icon in the upper right corner.

b. Click **Confirm** when prompted.
c. Refresh the bot listing page.

Note: *If the bot for deletion is cloned from a template, it will only be deleted on the client's side on the My bots tab. The bot will be deleted but the template will be kept.*