ClubRunner

How do I delete a Speaker?

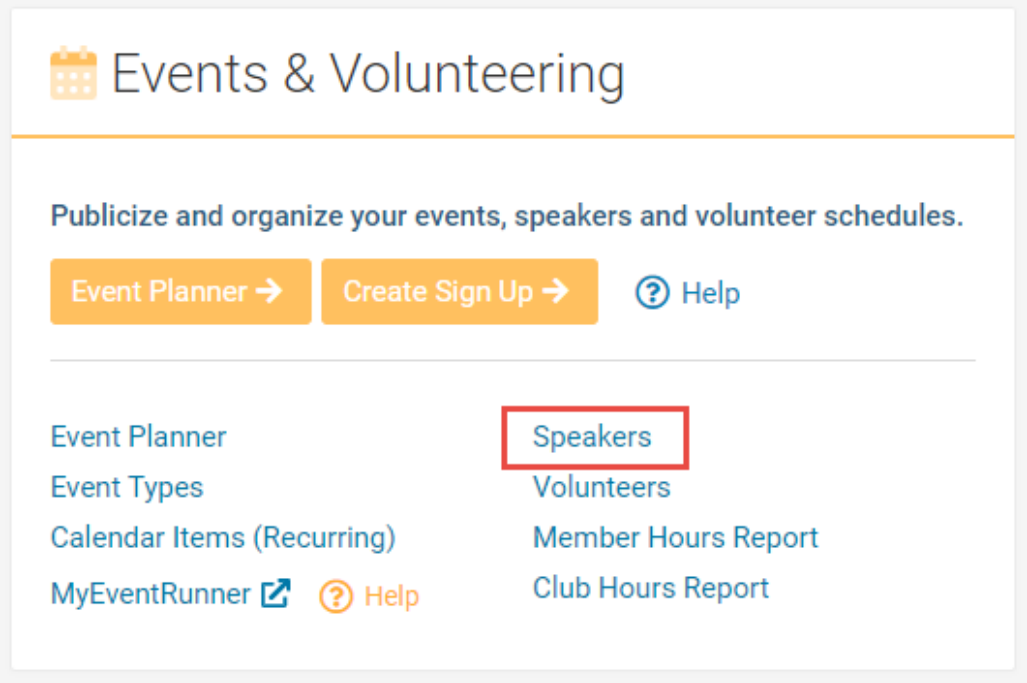
Omar S. - 2021-03-22 - Events & Calendar

Speakers automatically disappear from the homepage and bulletins once the date has passed. They will however remain in the system, and it is a good idea to clear out old speakers periodically. To delete a speaker from the home page and bulletin, follow these steps:

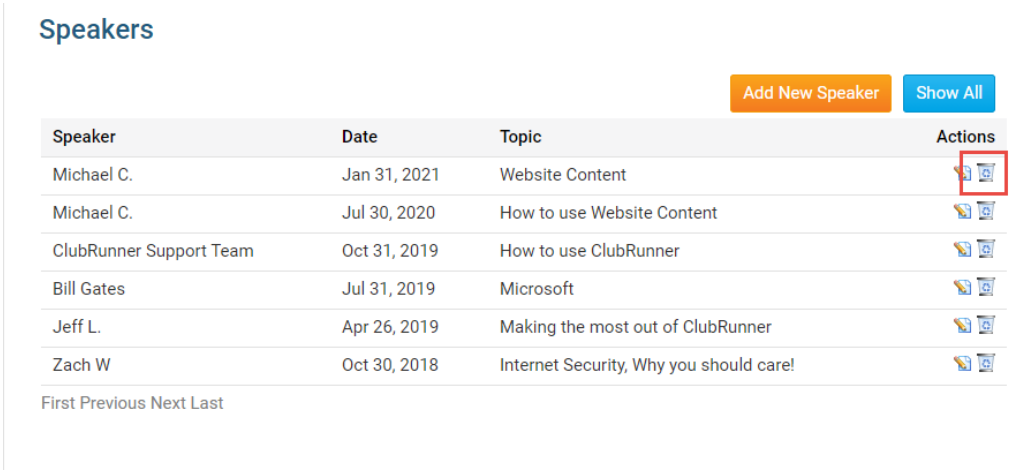
To edit an existing speaker, follow these steps:

1. Login to ClubRunner and go to the **Member Area**

2. This takes you to the **Administration** page. Click on **Speakers** – under the **Events & Volunteering** section.



3. Click on the Recycle Bin icon on the right, on the same line as the Speaker you want to delete.



4. Click **OK** to confirm the deletion.

Related Content

- How do I edit a Speaker?
- How do I add a Speaker?