Deleting Partially Saved Records

If there are partially saved records that are over 90 days old you will receive the below error message.

Error Message:

"There are partially saved records that are more than 90 days old.

You must process or delete them before creating a new record.'"

To delete these records click on the **"Search"** tab in your eQsuite Account. You will be able to see all **"Partially Saved Reviews"** that have been entered by <u>anybody</u> within your organization.

You will need to delete any records that are over 90 days in order to move forward.