

WordPress - Delete Tags

Topics: Wordpress

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Deleting tags in WordPress is a simple process. Here's how you can delete tags:

Delete Tags from Post Editor:

1. Login to your WordPress Dashboard:

- Open your web browser and navigate to the login page of your WordPress site.
- Enter your username and password to log in.

2. Access the Posts Section:

In the left sidebar, find and click on "Posts."

3. Select or Add a Post:

 Choose the post that contains the tags you want to delete by clicking on its title, or create a new post by clicking on "Add New."

4. Locate the Tags Section:

• In the post editor screen, look for the "Tags" meta box on the right-hand side.

5. **Delete Tags:**

- In the "Tags" box, you'll see a list of tags associated with the post.
- Hover over the tag you want to delete, and you'll see an "X" or "Delete" link.
- Click the "X" or "Delete" link to remove the tag from the post.

6. Save or Update the Post:

 After deleting the tags, you can save the post as a draft, preview it, or update it if it's already published by clicking the "Save Draft" or "Update" button.

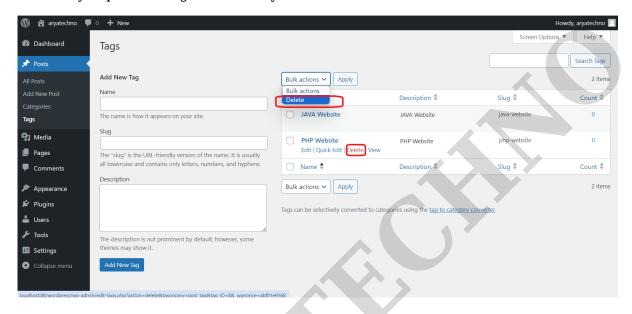
Delete Tags from Tags Section:

1. Access the Tags Section:

• In the WordPress Dashboard, find and click on "Posts" and then "Tags."

2. **Delete Tags:**

- On the Tags page, you'll see a list of existing tags.
- o Hover over the tag you want to delete, and you'll see options like Edit and Delete.
- $\circ\,$ Click "Delete" to remove the tag.
- Deleting a tag that is in use by multiple posts will only remove it from those posts; it won't delete the tag itself unless no posts are using it.
- Always be cautious when deleting tags, especially if they are widely used across your site, as it may impact the organization of your content.



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