# How to remove items from Desk Top Action list.

**Refers to:**
Desktop form → Daily work list

To remove a **Progress** item from the Action List, **click** in the date cell and **delete** the date. When the screen is **Updated** the line will disappear.

To change the **Action Date** for a **Progress** item click in the date cell and **change** the date. This will change the details on the Progress for the Candidate.

Back to Online Users Guide
Back to Desktop

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