

Delete a Ticket Type

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Delete created ticket types from the campaign. If a ticket has been sold, that type is no longer able to be deleted.

Delete a Ticket Type

1. From the Tickets Container within the Dashboard, click the More button ("...").
2. Select Settings.
3. Locate the Ticket type.
4. Select Edit.
5. Scroll to the bottom and select Delete.
6. The Delete button is not available if a ticket was sold for that ticket type.
7. Confirm and select Delete.

The screenshot shows the GiveSmart dashboard for a campaign named "Hope for a Cure". The top navigation bar includes "GiveSmart by Community Brands East Coast", a "VIEW CAMPAIGN SITE" button, and a user profile icon labeled "KP". The left sidebar contains a "Dashboard" menu and a "SETUP" section with options for Settings, Design, Pages, and Users. Below that is a "WAYS TO FUNDRAISE" section with options for Donation, Auction, Items for Purchase, Tickets, and P2P (Champions). A "Help" button is located at the bottom of the sidebar.

The main dashboard area displays the following information:

- Dashboard Title:** Hope for a Cure, 9/10/2021 6:00 pm
- Total Revenue:** \$46,125.30
- Live Activity:** A yellow button labeled "Live Activity".
- SITE:** Website URL: Gala2021.givesmart.com, SMS: text Gala2021 to 76278, Site Status: Live, Site ID: 52827.
- USERS:** 17 CHECKED IN, 159 TOTAL USERS. A table lists user types: Campaign Assistant (0/1), Campaign Admin (0/4), GiveSmart (0/45), Volunteer (0/1), Donor (17/108).
- ITEMS:** 63 TOTAL ITEMS, 21 ITEMS - NO ACTIVITY. A table lists item types: Auction Items (34), Instant Items (11), Live Items (4), Donation Items (7), Vote Items (5), Raffle Tickets (2).
- PAYMENTS:** \$18,075.45, \$4,874.85.
- TICKETS:** 74, 20.
- REVENUE:** (Empty table).