Work with retrieved user notes

Learn how to edit or delete a user note in WebDewey.

**Edit a user note**

1. Click the **Edit** button in front of the title of the note you want to edit. The note appears in edit mode.

**Delete a user note**

1. **Single note**
   1. Open the Actions list and click **Delete Note**.
   Or
   **Results list**
   1. Click the **title** of the note you want to delete.
   2. Open the Actions list and click **Delete Note**.
2. Click **OK** to confirm that you want to delete the note.
   Or
   Click **Cancel** to keep the note in the database.