



# User Device Profile Deletions

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This chapter provides information to delete a group of user device profiles (UDPs) from the Cisco Unified Communications Manager database. You can locate existing phone records that you want to delete using either a query search or a custom file.

- [Delete UDP Using Query, on page 1](#)
- [Delete UDP Using Custom File, on page 2](#)
- [Topics Related to UDP Deletions, on page 3](#)

## Delete UDP Using Query

To locate the UDP records that you want to delete from the Cisco Unified Communications Manager database, you can define a query filter.

### Procedure

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- Step 1** Choose **Bulk Administration > User Device Profiles > Delete UDP > Query**. The **Find and List Device Profiles To Delete** window displays.
- Step 2** From the **Find** drop-down list box, choose one of the following options:
- User
  - Autogenerated
  - All
- Step 3** From the first **Device Profiles where** drop-down list box, choose one of the following criteria:
- Profile Name
  - Description
  - Device Type
- Step 4** From the second **Device Profiles where** drop-down list box, choose one of the following criteria:
- begins with
  - contains
  - is exactly
  - ends with
  - is empty

- is not empty

**Step 5** Specify the appropriate search text, if applicable.

**Tip** To find all UDPs that are registered in the database, click **Find** without entering any search text.

**Step 6** To further define your query and to add multiple filters, check the **Search Within Results** check box, choose AND or OR from the drop-down box, and repeat [Step 2, on page 1](#) and [Step 5, on page 2](#).

**Step 7** Click **Find**.

A list of discovered templates displays by:

- Device Profile Name
- Description
- Device Type
- Profile Type

**Step 8** In the **Job Information** area, enter the Job description.

**Step 9** Choose a delete method. Do one of the following:

- Click **Run Immediately** to delete UDP records immediately.
- Click **Run Later** to delete UDP records at a later time.

**Step 10** Click **Submit** to create a job for deleting the phone records.

Use the Job Scheduler option in the Bulk Administration main menu to schedule and/or activate this job.

**Caution** If you do not enter any information in the query text box, the system deletes all UDP records. Because the delete action is final, you cannot retrieve deleted records.

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### Related Topics

[BAT Log Files](#)

[Manage Scheduled Jobs](#)

[Topics Related to UDP Deletions](#), on page 3

## Delete UDP Using Custom File

You can create a custom file of UDPs that you want to delete using a text editor. You can have device profile name, device profile description, and directory number in the same custom file, but you cannot have directory numbers in the same file. You need to create separate files—one file that contains the device names and MAC addresses and another file that contains the directory numbers.




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**Note** You cannot delete UDPs with shared lines by using a custom file.

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**Note** Do not use the insert or export transaction files that are created with bat.xlt for the delete transaction. Instead, you must create a custom file with details of the UDP records that need to be deleted. Use only this file for the delete transaction.

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**Before you begin**

1. Create a text file that lists one of these details for the UDPs that you want to delete:
  - Profile names
  - Profile description



**Note** The custom file does not need a header, and you can enter values for name, description, or directory number. Put each item on a separate line in the text file.

2. Upload the custom files to the Cisco Unified Communications Manager server first node.

**Procedure**

- Step 1** Choose **Bulk Administration > User Device Profiles > Delete User Device Profiles > Custom File**. The **Delete User Device Profiles Custom Configuration** window displays.
- Step 2** Click **Delete**.
- Step 3** In the **Device Profiles where** drop-down list box, choose the type of custom file that you have created from one of the following criteria:
  - Profile Name
  - Profile Description
  - Directory Number
- Step 4** In the list of custom files, choose the filename of the custom file for this delete, then click **Find**. A list of UDPs matching your search criteria displays.
- Step 5** Click **Submit** to create a job to delete the UDPs.  
Use the Job Scheduler option in the **Bulk Administration** main menu to schedule and/or activate this job.

**Related Topics**

- [BAT Log Files](#)
- [Manage Scheduled Jobs](#)
- [Topics Related to UDP Deletions, on page 3](#)
- [Upload File to Server](#)

## Topics Related to UDP Deletions

- [Delete UDP Using Query, on page 1](#)
- [Delete UDP Using Custom File, on page 2](#)
- [Upload File to Server](#)
- [Manage Scheduled Jobs](#)
- [TAPS Overview](#)

- [BAT Log Files](#)