Deleting Data

To remove an object or a folder select it and press the *Delete* button or drag it to the *Recycle bin* folder.

All removed items are located in the *Recycle bin* folder.

To delete all files from *Recycle bin* click on the *Empty recycle bin* context menu item of the *Recycle bin*.

To restore objects from the *Recycle bin* select them and call the *Restore selected items* context menu item.

When the database is updated outside, UGENE shows these changes on your computer automatically.

> ⊗ You cannot delete any object from *Recycle bin* if it is opened on the other computer. This situation can appear if the object was being viewed by another user when you moved it to *Recycle Bin*.