

Recycle Bin in EDDIE

A Recycle Bin is now available EDDIE. When you delete an item, it is moved to the Recycle Bin, where it is stored for 90 days. This gives you the opportunity to recover accidentally deleted reports/folders and restore them to their original locations.

When you delete a document, the document will show up in the Recycle Bin.

You have the option to

1. Delete the document from the recycle bin
2. Restore the document
3. Empty Recycle Bin

