How to Rename or Delete Media Files

This guide explains how to Rename or Delete Media Files using the BeatKongs producer dashboard.

Where to go

Website → Media Library

Steps and key details

1. Find the file using folders or search.
2. Open the media card action menu and select the available edit or delete action.
3. Before deleting, confirm the file is not referenced by a website page or beat; verify pages afterward.

Before you finish

Save your changes where applicable, then check the result on your live website or in the relevant dashboard list. If a control differs from this guide, use the current dashboard label and report the

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mismatch to BeatKongs Support.

Review note: Some screens may change during platform development. Verify the current controls before publishing this article.

Attached files:

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