Cancel a bulk share

When a bulk share that defines a large data set is currently scheduled and running, you may want to cancel the bulk share to modify the query or configure additional options. Canceling a bulk share with a status of **Scheduled** or **Running** stops the bulk share's running jobs and changes the bulk share's status to **Canceling** > **Canceled**.

Prerequisites

⚠️ First, you will need to follow the steps to get started with Replicator and create a bulk share.

Procedure

To cancel a bulk share that is scheduled or running, follow these steps:

(1) Log into your sharing ServiceNow instance and navigate to **Perspectium** > **Replicator** > **Bulk Share**.

(2) Click into the scheduled or running bulk share that you want to cancel.

(3) Scroll to the bottom left-hand corner of the form and click **Cancel** under **Related Links**. Your bulk share's status will be changed to **Canceling** and then **Canceled**.

Similar topics

- Create a ServiceNow bulk share
- Create a scheduled bulk share
- Bulk share history set data
- Copy bulk share configurations
- Disable bulk sharing of child records

Contact Perspectium Support

US: 1 888 620 8880

UK: 44 208 068 5953

support@perspectium.com