# Bulk Updating Projects

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Bulk Updating on the Projects Workspace

On your Projects Workspace, the Bulk Update feature allows you to make changes to multiple projects at once. You can bulk update the following:

- Archive multiple projects
- Change the start date or deadline
- Change the project owner
- Update the project priority and/or status

How to Bulk Update Projects

1. Select the projects you would like to update by checking the box to the left of the listed project. Then, click the **'Bulk Update'** link at the top left of the project list.
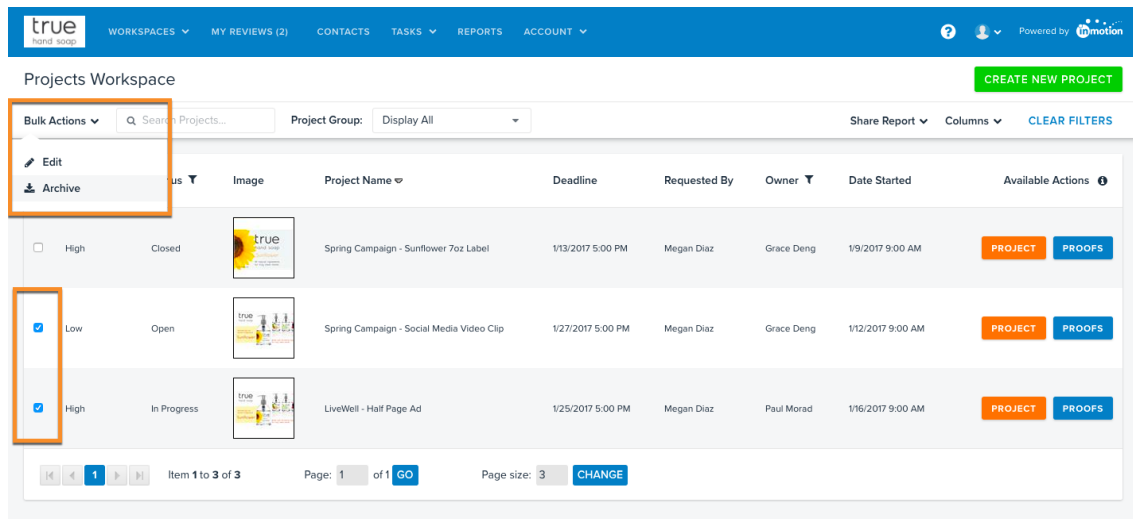
2. Once you've clicked the link, a window will open and allow you to select the item(s) you'd like to update for these projects. Make your selections and click the 'Update' button to finalize your changes.