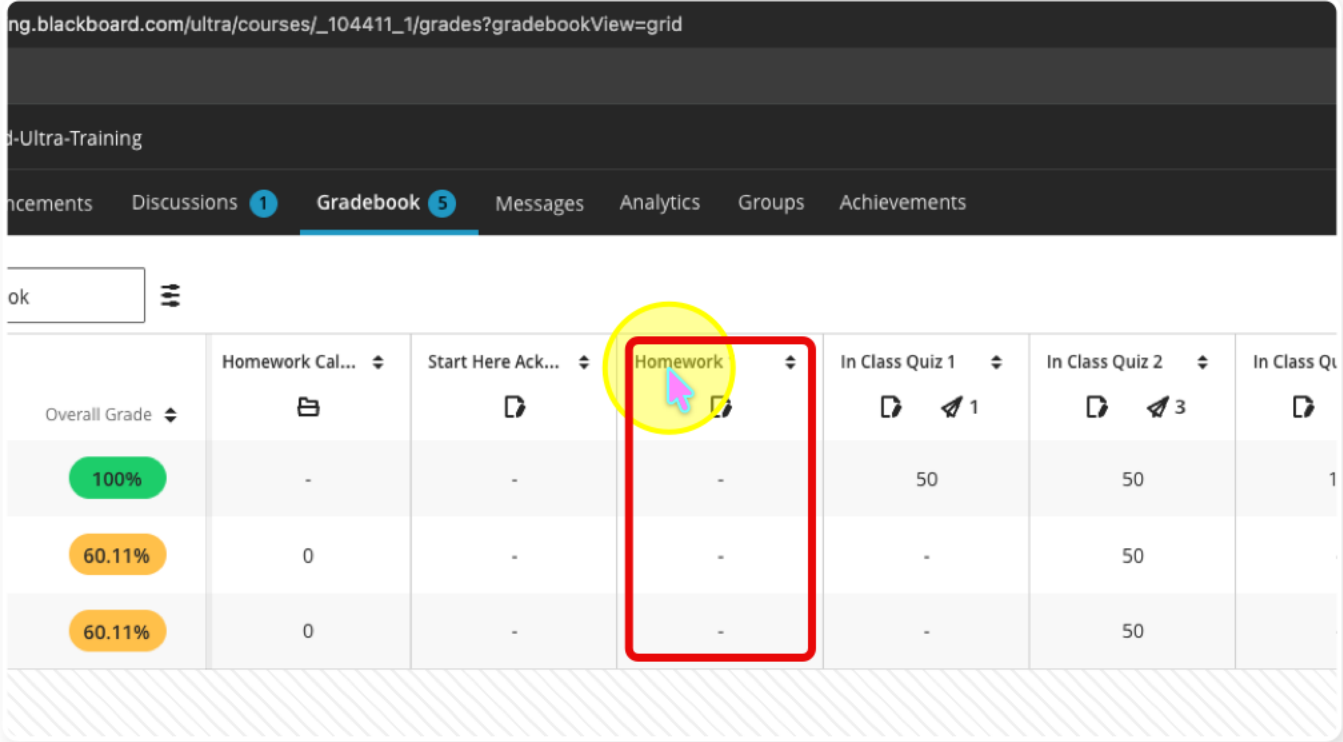
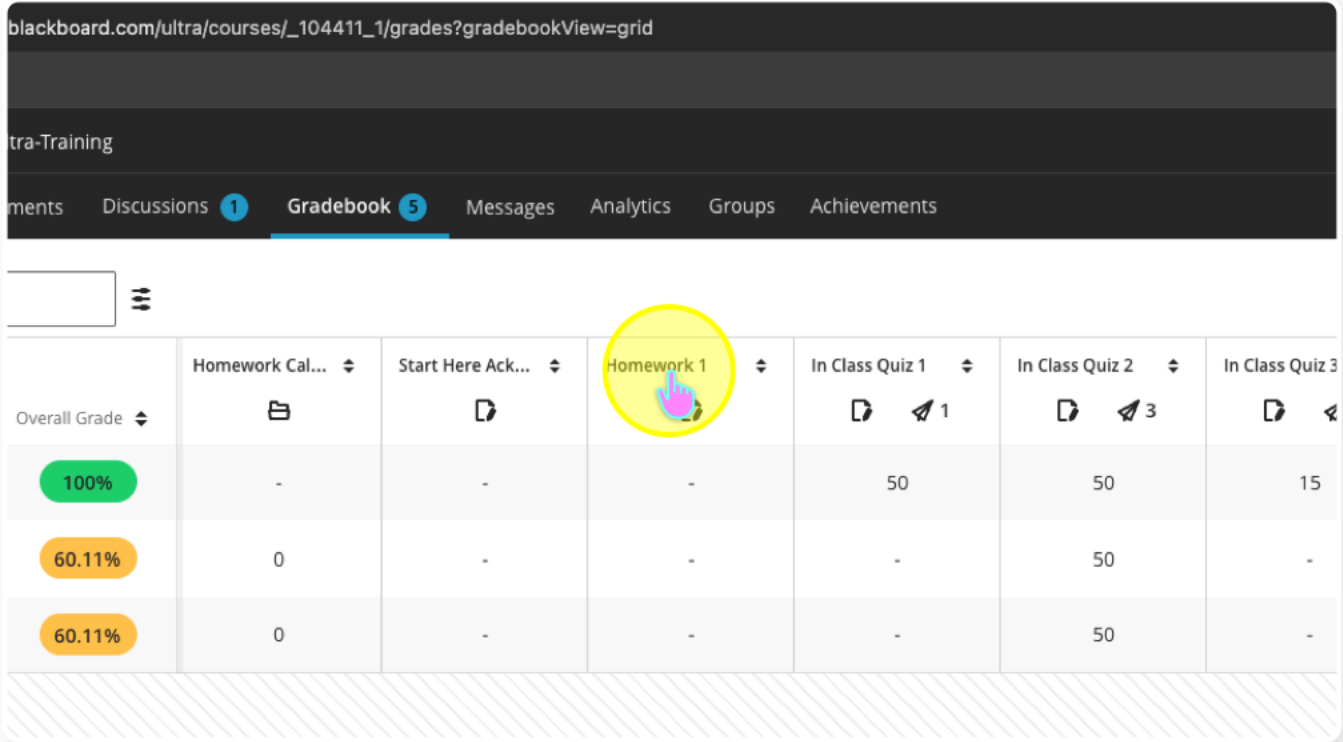


Deleting an Item in Grid View

1 Locate the column (item) you want to delete.



2 Click on the title of the column.



3 Then on the right you will see the “Assessment Details”,

☆ Incognito
All Bookmarks
Course Settings OPEN
Groups Achievements
Student Preview

Quiz 2	In Class Quiz 3	*Discussion: T...	*Assignment: T...	Nutritional Ne...	**Application
50	15	•	•	•	•
50	-	-	-	0	0
50	-	-	-	0	0

Assessment Details

Homework 1

ViewPost all grades

Due date

No due date

Grade

Points | 100 max points
Attempts: Grade latest

4 Go to the end of the panel.

-	-	-	0
-	-	-	0

ViewPost all grades

Due date

No due date

Grade

Points | 100 max points
Attempts: Grade latest

Visibility

Visible to students

Category

No category

Description

-

Posting

Manually post

Due Date

None

Accommodations

Time Limit

None

Accommodations

Item Exemptions

None

Delete Item

5 Then click on "Delete Item"

A screenshot of a settings panel for an item. The panel has a large hatched area on the left and a list of settings on the right. The settings are: Due date (No due date), Grade (Points | 100 max points, Attempts: Grade latest), Visibility (Visible to students), Category (No category), Description (-), Posting (Manually post), Due Date Accommodations (None), Time Limit Accommodations (None), and Item Exemptions (None). At the bottom right, there is a red-bordered button labeled "Delete Item" which is circled in yellow with a hand cursor icon pointing to it. A question mark icon is also visible in the bottom right corner of the settings panel.

6 A pop-up window will appear to confirm you want to delete the item

A screenshot of a confirmation pop-up window titled "Delete Item" with a close button (X) in the top right corner. The window contains a yellow warning bar with a triangle icon and the text "This cannot be undone." Below this, it states: "Permanently deleting **Homework 1** will remove all associated submissions, grades and student data." and asks "Are you sure you want to delete **Homework 1**?". At the bottom, there are two buttons: "Cancel" and "Delete" (which has a trash can icon).

	In Class Quiz 1	In Class Quiz 2	In Class Quiz 3	*Discussion: T...	*Assignment: T...	Nutritional Ne...
	1	3	1	1	1	1
	50	50	15			
	-	-	-	-	-	0
	-	-	-	-	-	0

7 Click on “Delete” and your item will be deleted.

