Deleting Multiple Content

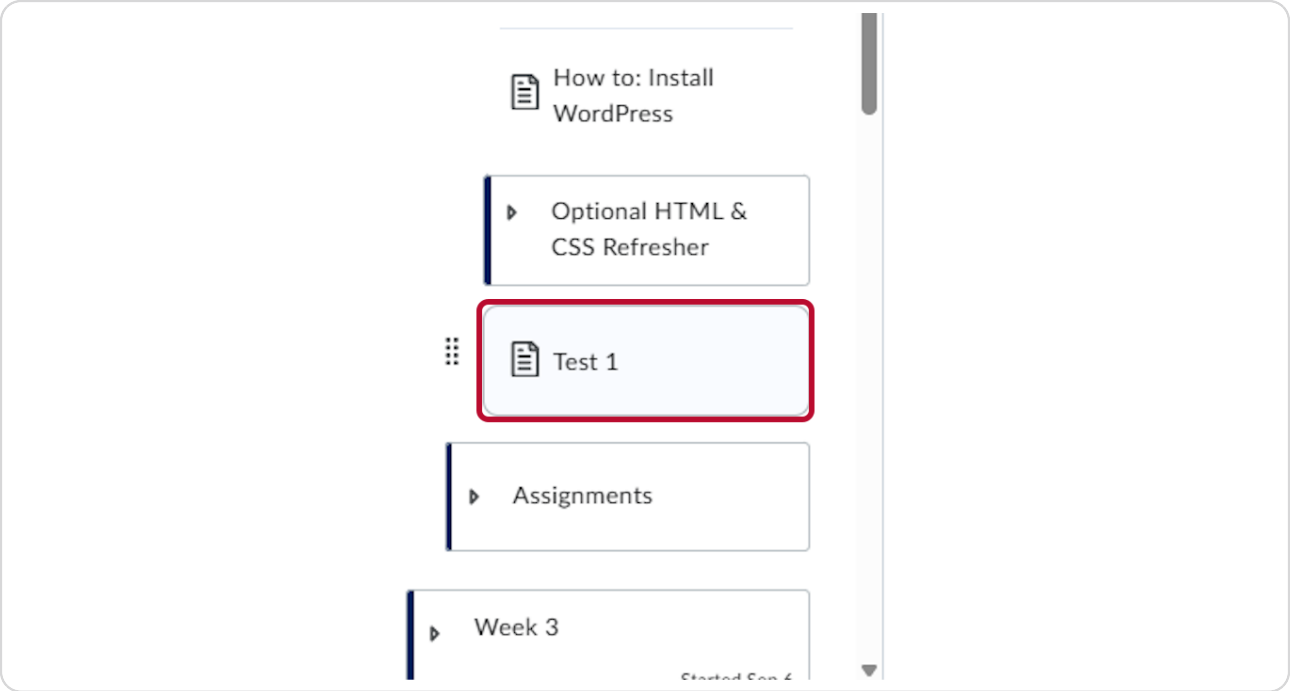
Easiest way to remove multiple items in your course.

12 Steps View most recent version

Created by	Creation Date	Last Updated
Linda Morosko	Sep 22, 2025	Sep 22, 2025

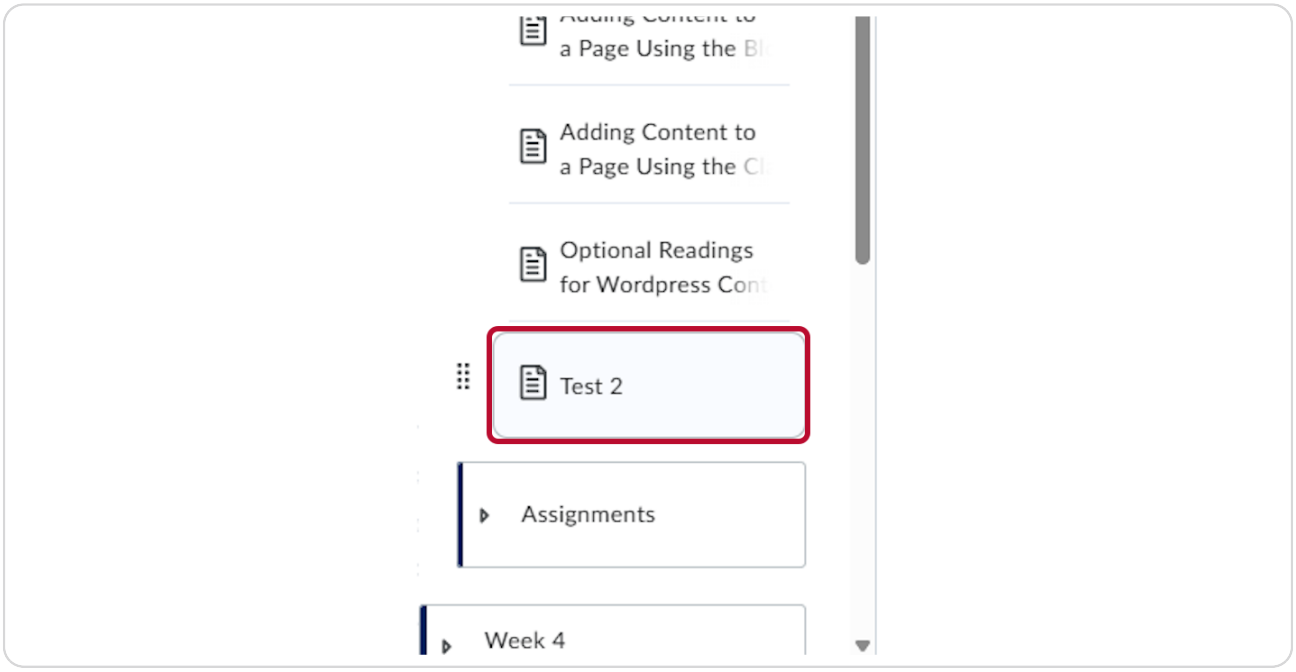
STEP 1

Click on FileTest 1



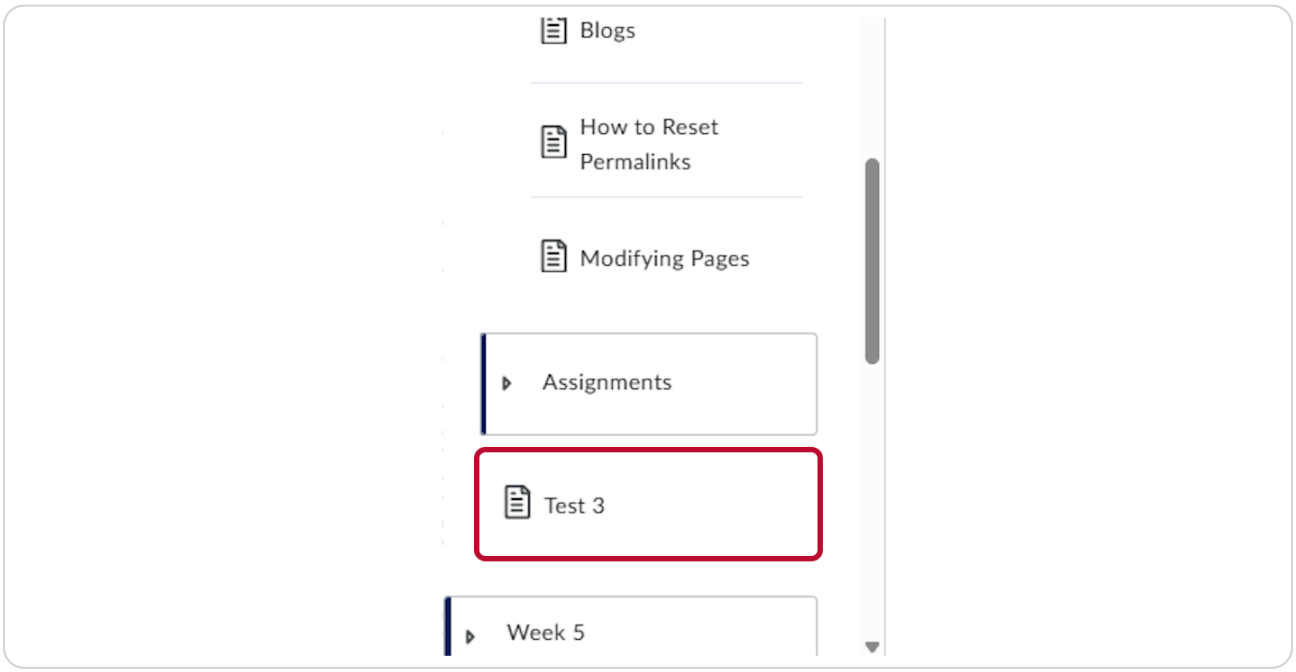
STEP 2

Click on FileTest 2



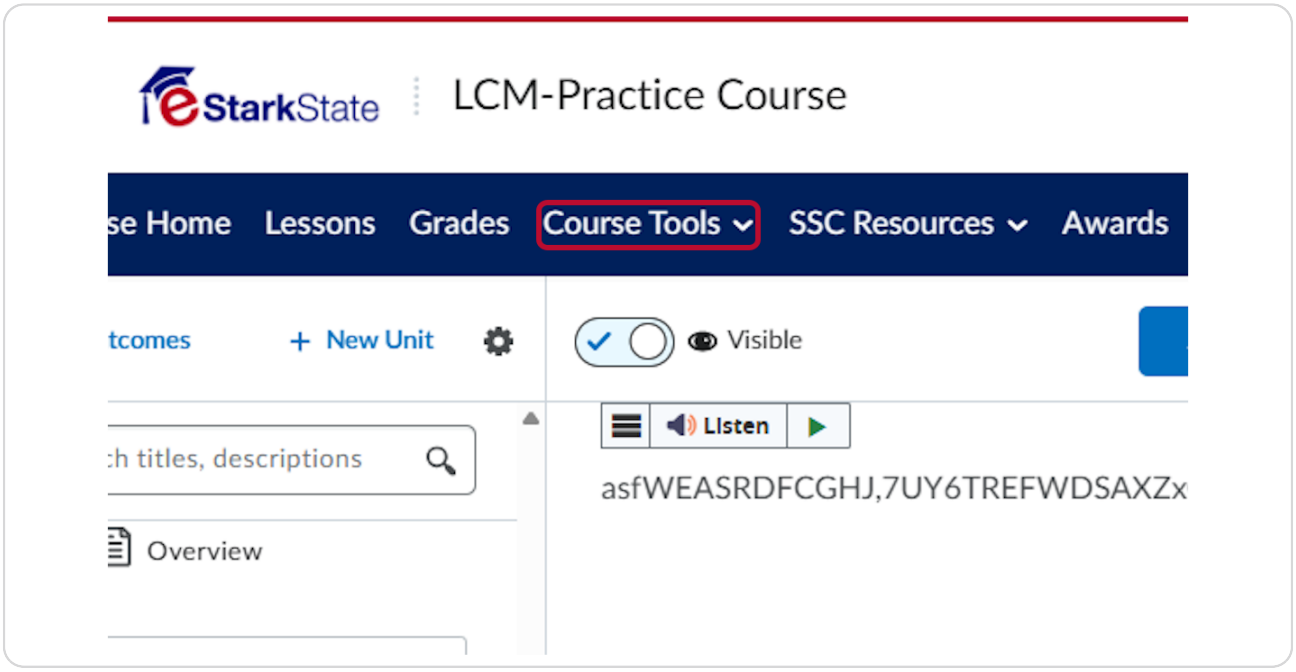
STEP 3

Click on FileTest 3



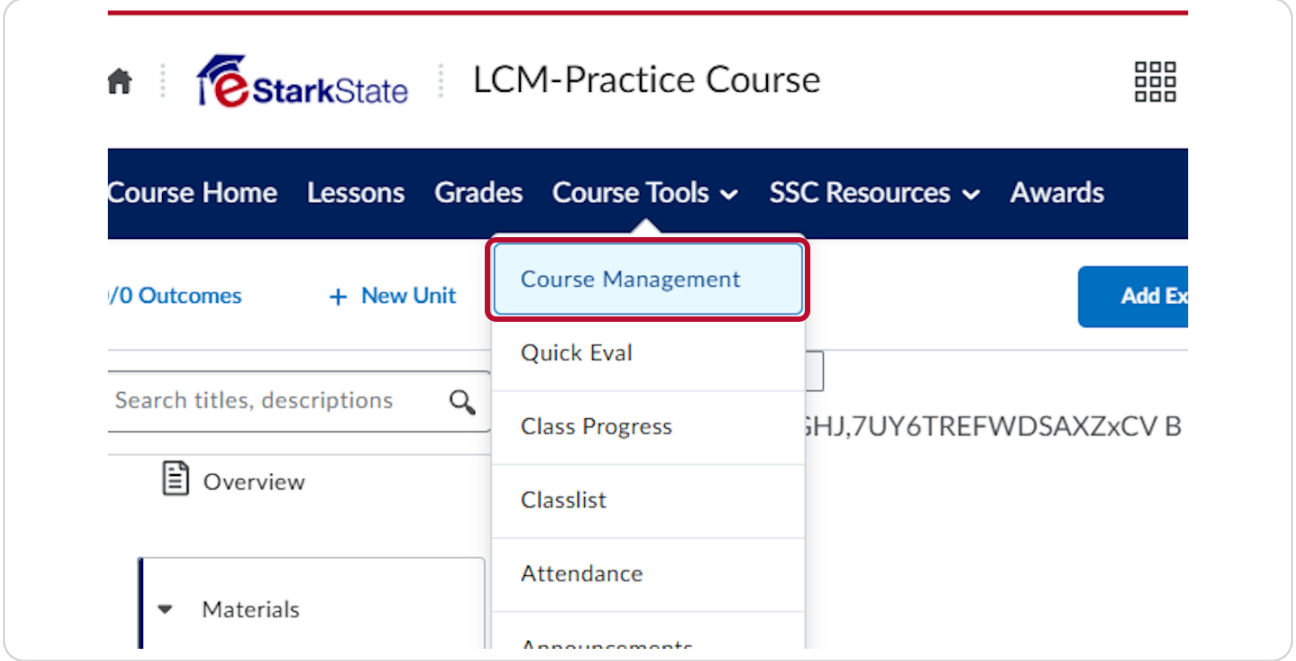
STEP 4

To remove them, click on Course Tools.



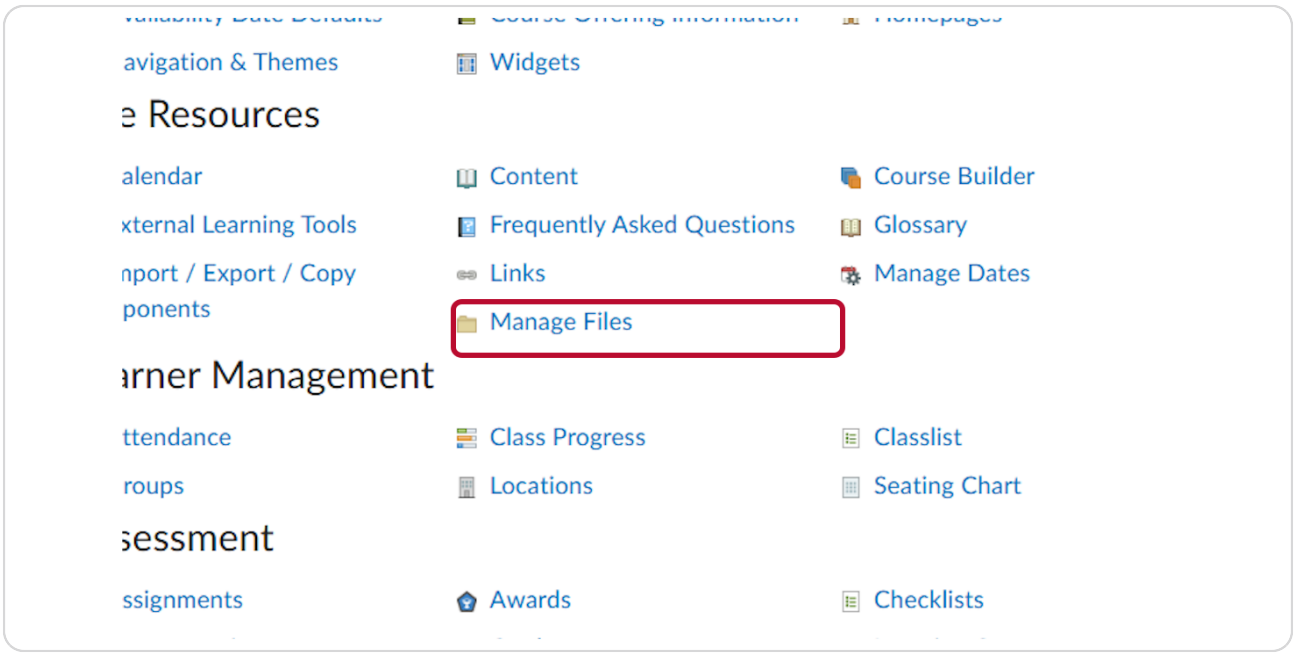
STEP 5

Click on Course Management



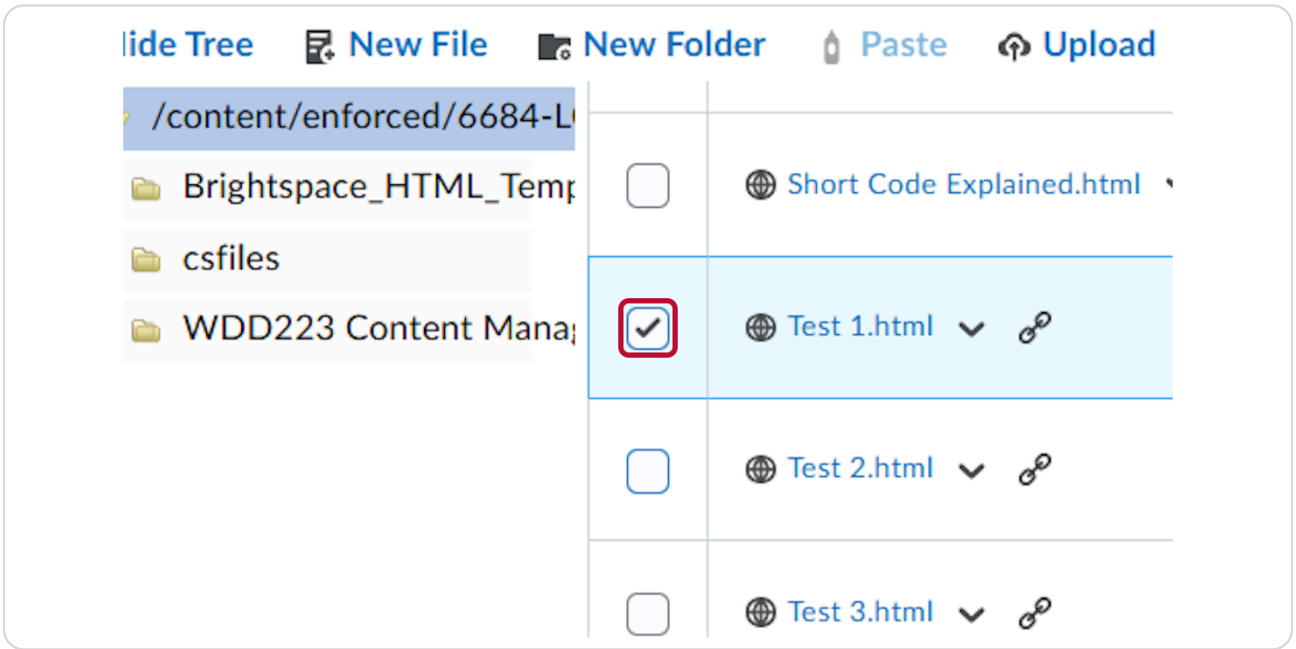
STEP 6

On the Course Administration page, click Manage Files.



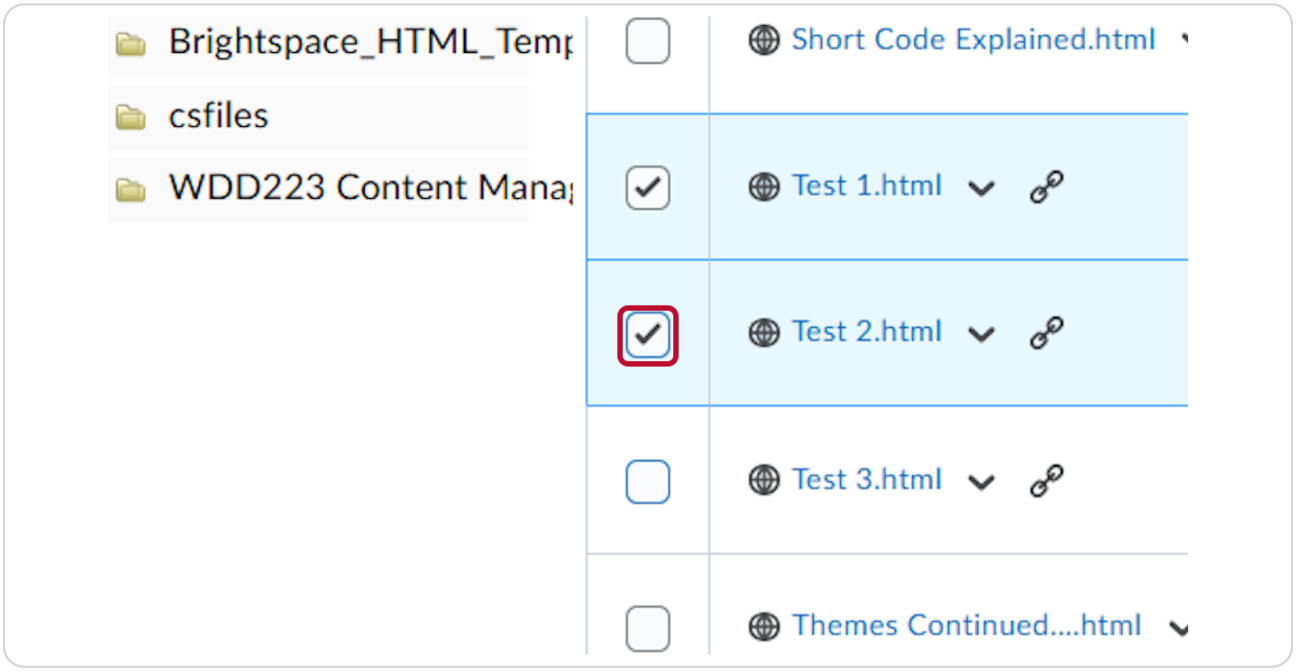
STEP 7

Scroll down the list of files (they are usually in alphabetic order. Click the checkbox to the left of each filename.



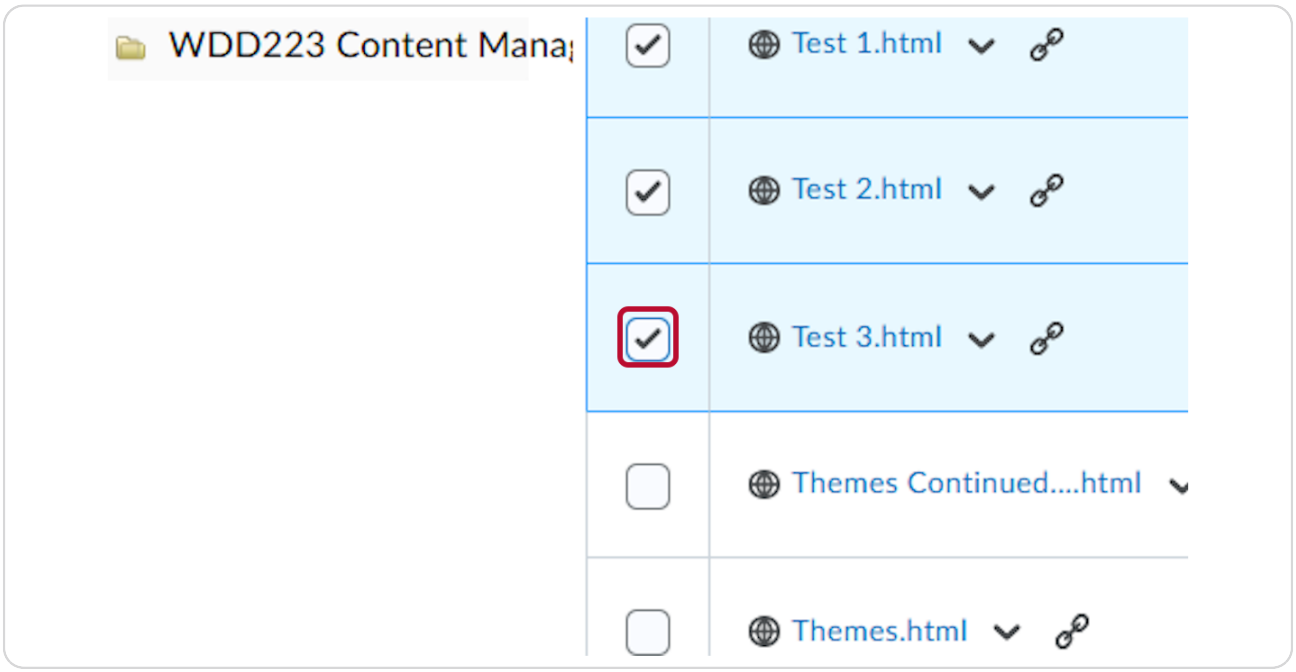
STEP 8

Click the 2nd item



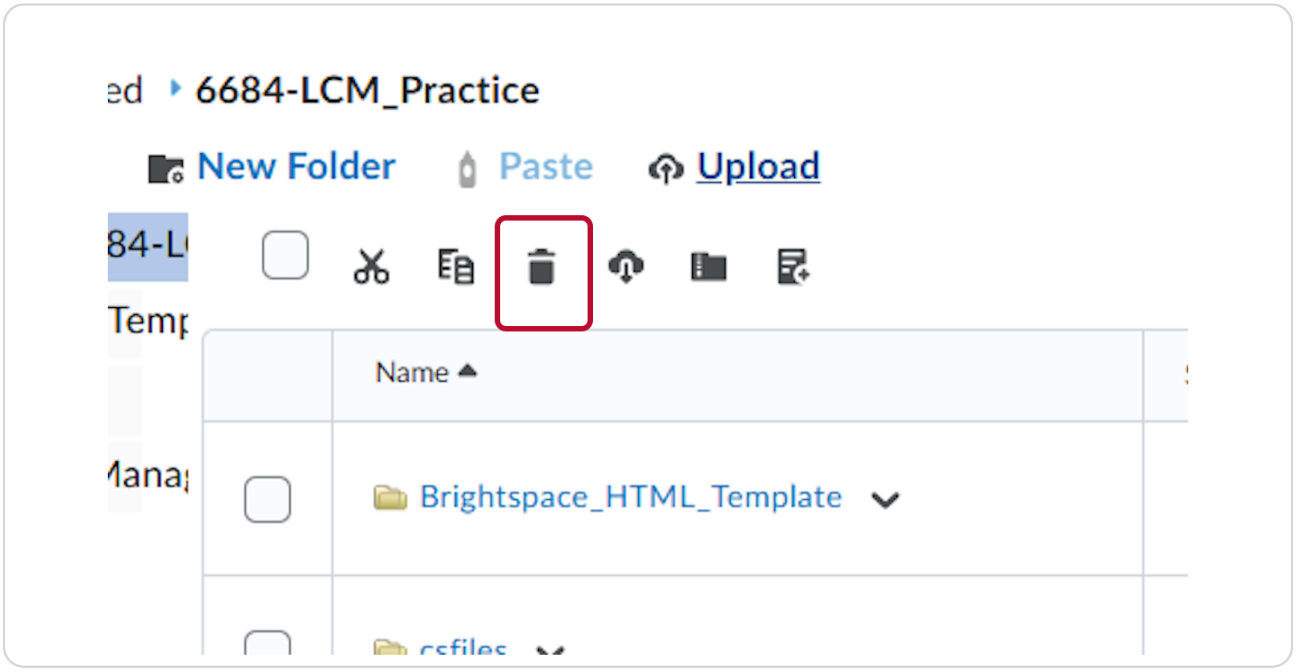
STEP 9

Click the third item.



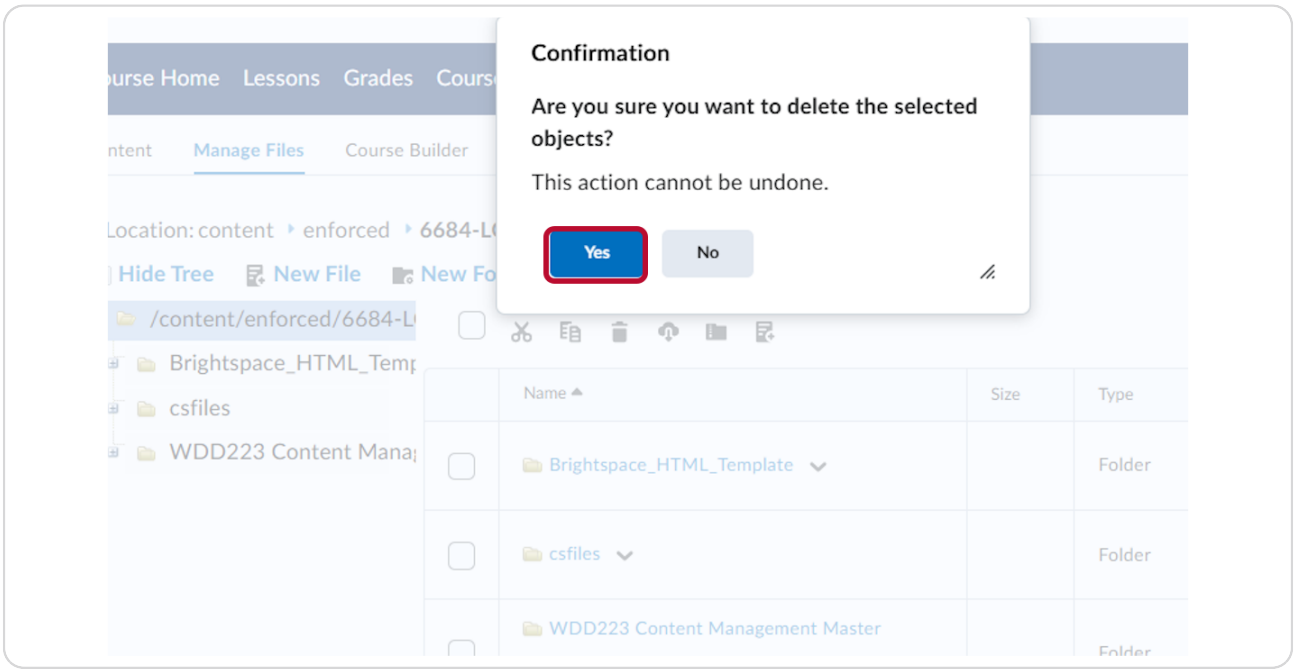
STEP 10

Scroll back to the top of the screen and select the trash can icon.



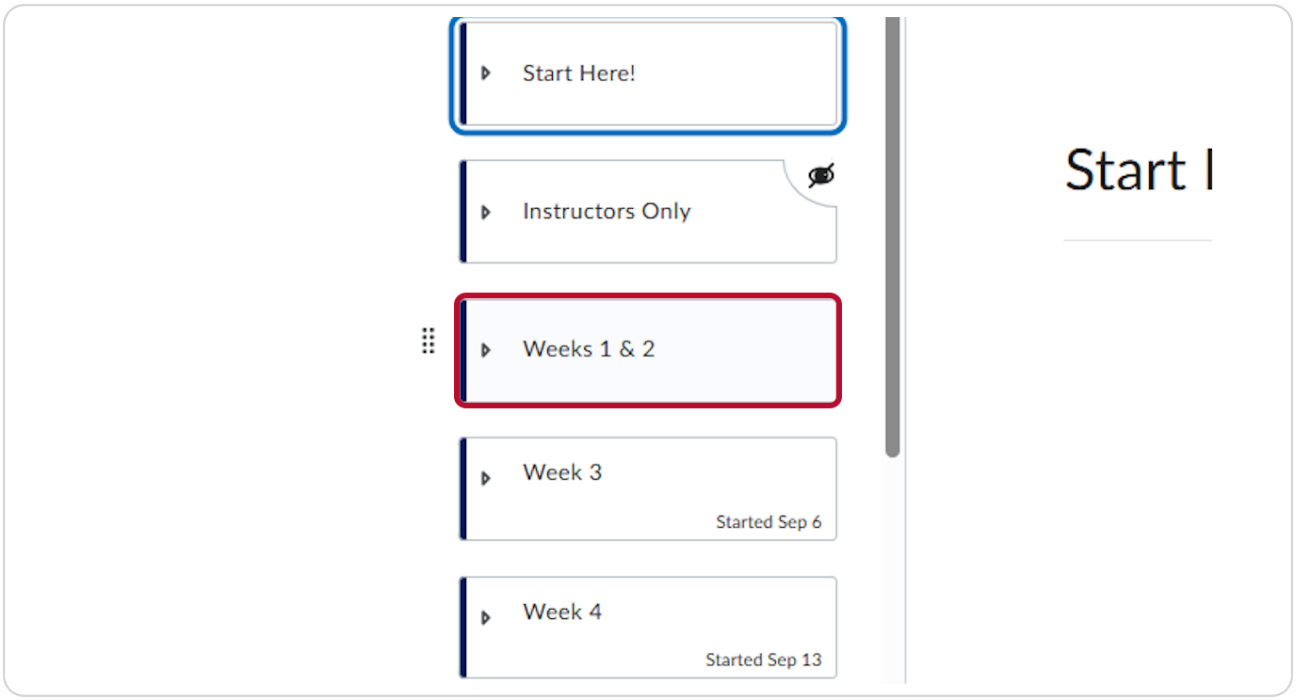
STEP 11

Click Yes.



STEP 12

On the Lessons tab, review each week's content. You'll discover the files have been removed.



StarkState