



Delete (and recover) a Moodle Resource

Delete unwanted resources

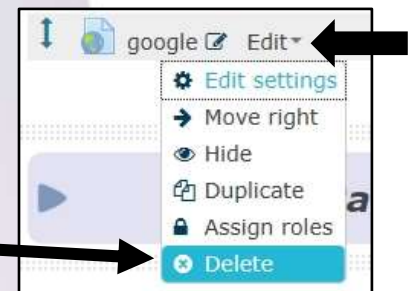
You may have added a resource incorrectly or need to remove older content. These steps show you how to do this correctly.

Step 1: On your Moodle page left click **Turn editing on**

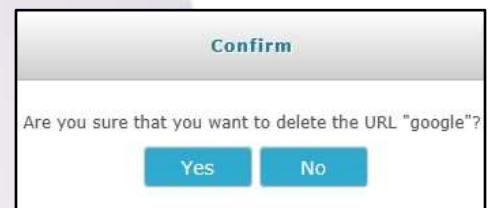
Turn editing on

Step 2: left click the **Edit** drop down alongside your content's name

Step 3: left click *Delete* in the drop down menu.



Step 4: In the *Confirm* pop up, if you wish to delete the resource, left click **YES**
Otherwise left click **No**.



Recover deleted resources:

In the Administration block, near the bottom of the list is a *Recycle bin*.

Step 1: Left click this to see a list of recently deleted items.



Step 2: Left click the restore icon to return the deleted item to your page.

Activity	Date deleted	Restore	Delete
google	Thursday, 15 December 2016, 12:36 PM		

Step 3: left click the text "*Back to Course:*"

Finally: On your Moodle page left click **Turn editing off**

Turn editing off