Delete All Content from a Course

> **You should ONLY do this when the wrong content or duplicate content has been imported into your course. Make sure there are no other instructors in your course.**

You will need to navigate to these areas and delete content:

- Third-Party Integration links
  If you have any Third-Party Integrations that are graded, such as Techsmith Relay videos, publisher content, etc. view How to Remove Third-Party Integration Content and the Associated Grade Items (https://vtac.lonestar.edu/help/d001) first.
- Content
- Activities
- Attendance
- Discussions and Groups
- Quizzes
- Question Library
- Grades
- Announcements
- Calendar
- Manage Files

Show Video Walkthrough

Content

1. Go to Content. Click on **Table of Contents** in the left navigation.
2. Use the dropdown next to the Table of Contents header at the top of the page and select **Delete All Modules**.
3. Select **Permanently delete all modules, topics, and all associated files and activities from the course**.
4. Click **Delete.**

Activities

1. Go to **Course Activities** in the navbar and visit each item (Assignments, Attendance, and Quizzes) and delete all items in each.

Discussions and Groups

1. Go to **Collaboration** in the navbar and select each item (Discussions, Chat, Groups, and WebEx) and delete all items in each.

Question Library

1. Go to **Course Activities** > **Quizzes** > **Question Library**.
2. Select all checkboxes and click **Delete**.

Grades

1. Go to **Grades** > **Manage Grades**.
2. Click **More Actions** and select **Delete**.
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3. Select all checkboxes and click **Delete**.

> **NOTE:** If an item cannot be deleted, check the Association column on the Manage Grades page to see which activity the grade item is associated with. Once the association is broken by removing the grade item from the activity, the item can be deleted.

Announcements

1. From the course home page, click on **Announcements**.
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2. Select all items by checking the "**Select All**" box next to the Delete icon.
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   > **NOTE:** Only non-global items will be selected and deleted.

3. Click **Delete**.

Calendar

1. Verify that the calendar has no remaining "ghost" entries. (If calendar entries still exist, please contact LSC-Online by clicking **VTAC Support** on the navbar and selecting the **VTAC Chat** link.)

Manage Files

1. **Go to Course Management** > **Course Admin** > **Manage Files**.
2. Select All.
3. Click the trashcan icon to delete all remaining files.

Third-Party Integration Links

1. Click on **Course Management** in the navbar and choose **Course Admin**.
2. Click on **Third-party Integrations**.
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3. Next to each blue integration link, click the context menu icon and choose **Delete**.
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> **NOTE:** If you would prefer not to do this yourself, it is possible for LSC-Online staff to delete your content; however, it may take some time. Contact us by emailing vtac@lonestar.edu and requesting that your content be deleted.