

You can Withdraw an item that has been submitted for assessment.

This is only available for items that have not yet been assessed.

If the item has already been assessed, you'll need to re-submit and contact your course instructor to let them know there is new/updated work to be graded.

Withdrawing an Assessment

1. Click the **submission date** to open the context menu.

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<u> I</u> mport Content
EDUC 581 Philosophy of Leadership Paper Grading Rubric (8-16) SUBMITTED 2018-08-06
() Modified: 2018-08-06 08:37:24

2. Select **Withdraw** from the context menu.

Note: Only submission which have not been graded can be withdrawn.



Confirmation Screen

If successful, a Withdrawal confirmation screen will appear.



Deleting Work

1. If you need to delete the original work, click the **Gear Icon** beside the file name.



2. Select **Delete** from the contextual menu.



3. Click **Delete** to confirm.



Additional Information

For further assistance please e-mail the Concordia Chalk&Wire Support helpdesk OR check out more tutorials at <u>http://userguide.chalkandwire.com/m/Student</u> AND <u>http://wp.cune.edu/chalkandwireresources/</u>

