How do I delete an announcement in a course?

If you need to remove an announcement from your course, you can easily delete it in Canvas. You can delete one or more announcements from the Announcements page. You can also delete an announcement after opening it.

https://embed.app.guidde.com/playbooks/9yx8bw6Kdz9bfJtAuXjyUu

Embed this Video

Open Announcements

Open Announcements

In Course Navigation, click the **Announcements** link.

Delete Individual Announcement

Delete in Announcements Page

To delete an announcement from the index page, locate the announcement. Click the **Options** icon [1] and click the **Delete** link [2].

Delete Multiple Announcements

Delete Multiple Announcements

To delete multiple announcements at a time, click the checkboxes next to the announcements you want to delete [1], then click the **Delete** icon [2].

Delete Open Announcement

Delete Open Announcement

To delete an open announcement, click the title of the announcement to open it.

Delete Announcement

Delete Announcement

Click the **Options** icon [1], then click the **Delete** link [2].

Confirm Deletion

Confirm Deletion in Announcements Redesign
To confirm, click the **Delete** button.

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