

## **Moodle Steps for Deleting AutoGenerated Course Shells**

Logon to Moodle Page

Click on Course to be Deleted

- click on Administration tab to left
- click on Edit Settings table
- click on "Course Category"
- pull down menu and re-categorize course as "xxx-Delete"
- click on "Course ID Number" and delete the autogenerated CRN (to avoid overlap with previously existing course shell update)