

How to Delete an Artifact in an Avenue ePortfolio

1. Go to the Teachers' Home on avenue.ca.
2. Click the **Binder** link in the main menu.



3. Navigate to a student's **ePortfolio**. (Refer to the help file "How to View a Learner's ePortfolio at Avenue.ca" if needed.)

4. Click the **Delete** button [X] in the artifact thumbnail, in the lower left corner.



5. Click **DELETE** in the confirmation panel.

Note that it is not possible to undo artifact deletion.

