Soft Delete a Sakai Site

1. From the Sakai home page click on “Worksite Setup” in the left menu bar

2. Once in Workspace Setup, filter sites (either by type or term)

3. Alternatively, you may use the header filters at the top of your list

*NOTE: Choose “Creator to filter just your own sites” using your ID number*
4. Select the box next to the site, then click “Delete”

5. Select Mark for deletion

Softly Deleting Site...

This site will be 'softly deleted' but will remain accessible to you via the "View softly deleted Sites" option in the Worksite Setup tool which is found in Home. It will eventually be purged as per the schedule set by your System Administrator. Participants will no longer be able to access the site, however the contents of the site will be preserved and you can restore access to the site at any time before it is purged.

You have selected the following site for soft deletion:

TESTING soft delete

[Mark for deletion] [Cancel]