Delete Brightspace Course Tool – Quick steps

Step 1

Course Creation Options

Course Creation Guide
Consider consulting our [course creation guide](#) before proceeding.

Delete Incorrectly Created Spaces to Start over!
Merged the wrong sections/courses? Forgot to merge your sections/courses? Missed a section/course in the merge? You can now delete the course(s) that were created by mistake using the [delete course tool](#).

Choose one of the following options to create a space on the Virtual Campus, the University of Ottawa’s online learning environment.

- **Create a single course space**
  Select this option if you wish to create a single course space per course (i.e. ABC1234[A]).

- **Create a merged course space**
  Select this option if you want to merge several course sections/labs into one course space. (i.e ABC1234[A][B][C]).

- **Non-course submission form**
  To request a non-course space on Virtual Campus. The request will be reviewed by TLSS. Note, enrollments are managed by the requestor.

Step 2

About Delete Brightspace Course

The Delete Brightspace Course tool allows you to **delete incorrectly created course spaces** from Brightspace. This then resets the course in Maestro so that you can go create the course spaces as desired.

📌 When you delete a course space, all of its content is deleted. Before proceeding, consider saving a copy of your course space by using the [export tool](#).

>Note: Students may have completed coursework in the course. **Student information cannot be exported through this tool.** Find out how to [download course grades](#).

**Warning**

In the event a course is unintentionally deleted, you will need to contact our [support team](#) to request a course restore. Course restores are only possible for up to 30 days from the deletion date. It is **not possible to restore a course after 30 days**.

Please note that the restore process can take several days during peak periods.

Select a course below and click on “Delete course”. You will be able to review your choice before confirming.

<table>
<thead>
<tr>
<th>Summer 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSI3104[Y] Intro. Formal Languages [LEC] 2022S Brightspace Id: 309733</td>
</tr>
</tbody>
</table>
Created from:
CSI3104 200 Intro. Formal Languages [LEC] |
Step 3

Delete Brightspace course

**Warning**
All course content, and any student progress data (e.g. grades, submissions, etc.) will be deleted immediately once you complete the process.

The following **professors and TAs** have access to your course and may need to be alerted of the course deletion.

**Brightspace id**: 309733

**Title**: CSI3104[Z] Intro. Formal Languages [LEC] 20225

**created from**: CSI3104 Z00 Intro. Formal Languages [LEC]

**Confirm deletion by entering the course’s Brightspace ID (listed above) and then click on Delete.**

**Brightspace id**: [Enter Brightspace id] Delete