## **Deleting**

## Use caution!

So you want to delete something? Relax...focus...breathe...happy face...and begin.

To delete a folder:

- 1. Navigate to the page or folder an select, click the More tab and select Delete from the drop down menu.
- Carefully confirm what you are deleting and submit. If you made a mistake or have a change of heart
  within a few days there is hope...we can help you bring back deleted assets that are stored in
  Cascade.

