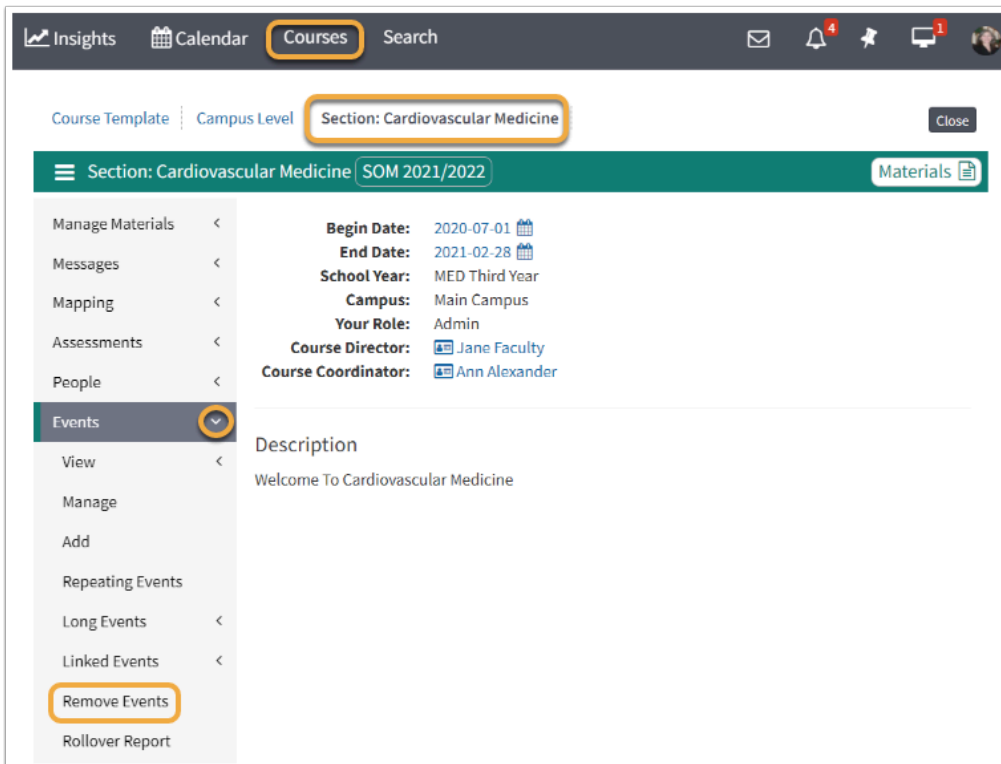**Leo User Guide**

Remove Events

Path: Home > Courses > [Course Screen] **> Events > Remove Events**

> This report is a tool to quickly remove Events. Unlike most places where you can delete Events, there is no confirmation required in this report, which allows you to very quickly remove a large number of Events.

> ⚠ NOTE: Unlike most places where you can delete Events, there is **no confirmation required** in this report, which allows you to very quickly remove a large number of Events.

The links at the top allow you to restore events and the list of Events can be filtered by Date, Event Name or Events with No Students.

Restore Events: Shows all of the deleted Events for the Course and offers you a quick way of restoring those Events.

The **R/O** field of the report indicates if the Event was created by the **Course Rollover** process.