Cancelling Your Work Submission

1. Click the **Scores/Results** tab of your E-portfolio.

2. Under the Actions column of the Scores/Results Summary, click the **Cancel Submission** button for the appropriate assignment/module.

3. To confirm cancellation of the submission, click the **Yes- Undo Submission and Unlock Work** button.

4. This will unlock the assignment, so that you may edit and revise your work. You may return to the **Scores/Results** tab to Submit Work once again.