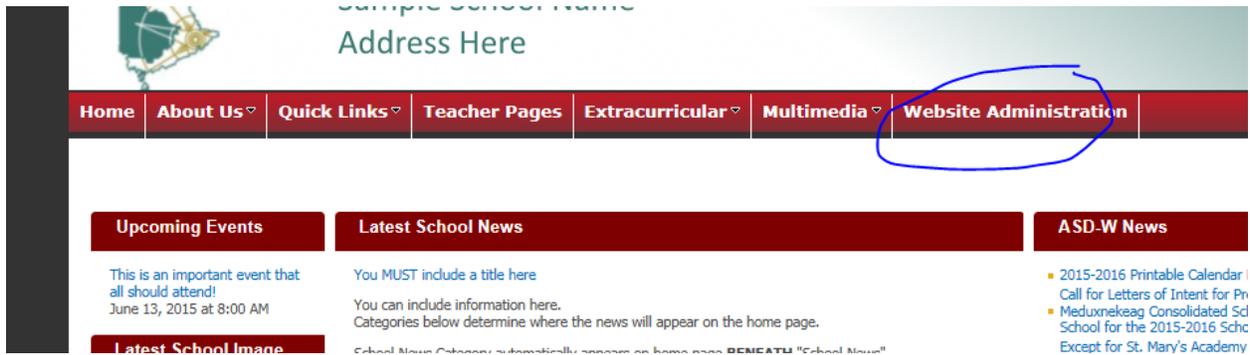
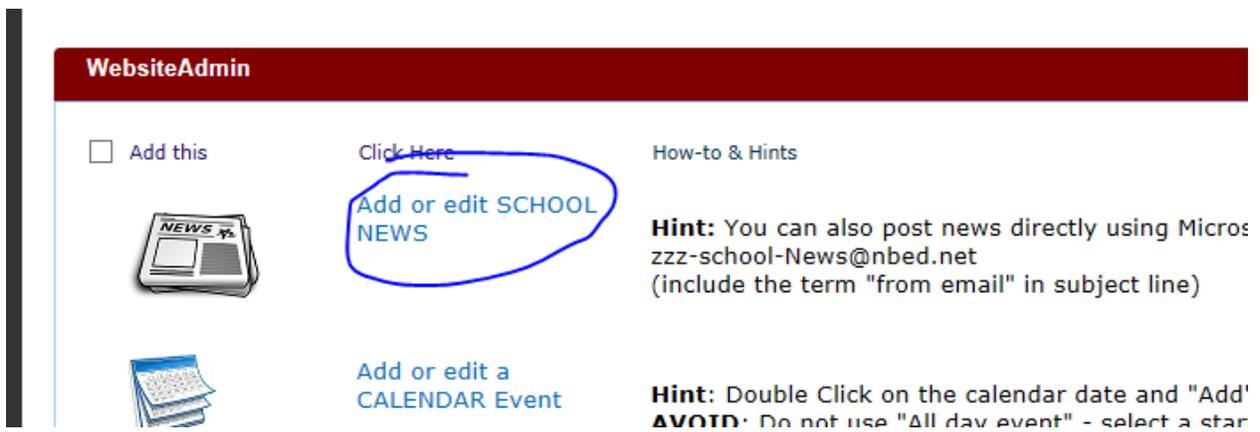


How to delete multiple news posts at once:

1) Click on Website Administration:



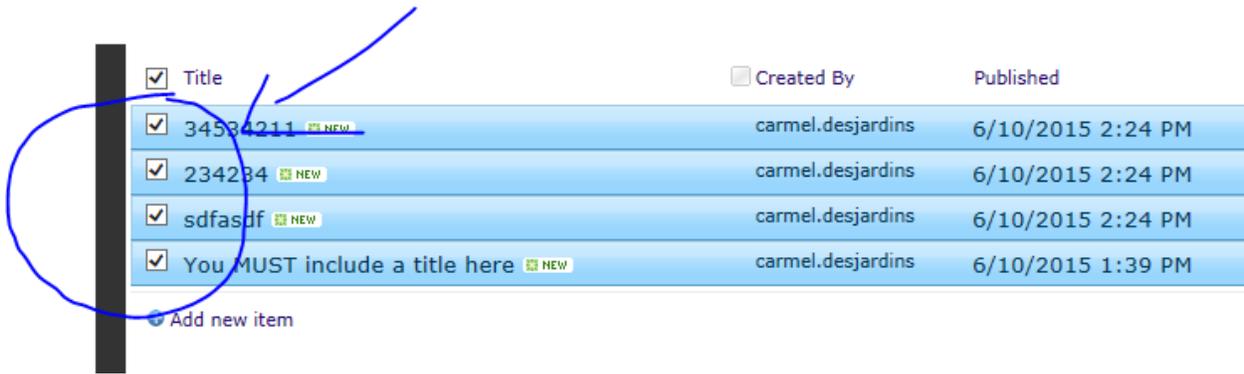
2) Click on "Add or edit School News":



3) Click on "Manage posts":



4) Place checkmarks along the left hand side on any of the posts you would like to delete:



5) Then click on "DELETE ITEM" in top ribbon:

