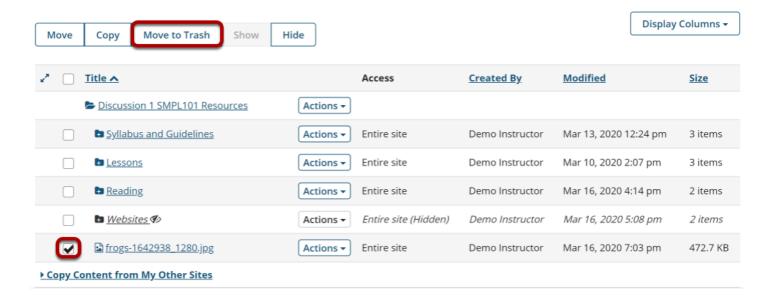
# How do I remove a file or folder in Resources?

### Go to Resources.



Select the **Resources** tool from the Tool Menu of your site.

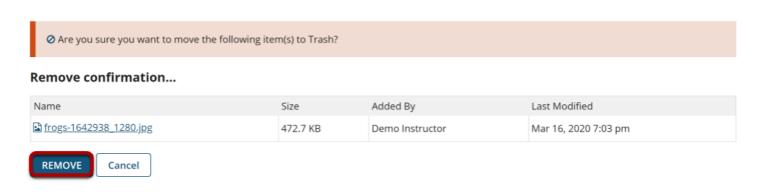
## Select one or more items, and then click Move to Trash.



To remove a Resource file or folder, select the item(s) by checking the boxes next to each one to be removed, and then click Move to Trash.

Note: Alternately, if you are removing one item at a time, you may select **Move to Trash** from the item **Actions** menu instead.

## Click Remove again to confirm.



### Items are removed.



Note: If you remove a folder, all of the items inside the folder are also removed.