

# Remove an Admin from an Assignment

Last Modified on 08/15/2024 10:32 am EDT

1. From your **Dashboard**, select **View All** from the Assignments box.
2. Locate the desired assignment using the filters.
3. Select the cog icon under the Actions column for the desired assignment.
4. Select **Remove Admins**.
5. Select the checkbox next to the admin name you want to remove.
6. Select **Delete Admin(s)**.