HOW TO CANCEL A SUBMISSION
(for Authors)


2. Select the program you are interested in.

3. Now that you are in the program, select the Scores/Results tab.

4. Now you may select Cancel Submission for the evidence of your choosing.
5. Taskstream will prompt you to be sure that you would like to cancel your submission. Select **Yes - Undo Submission and Unlock Work**.

Note: If your Scores/Results

```plaintext
6. If the Scores/Results screen does **not** give you the option to **Cancel Submission**, your instructor has begun the evaluation. Contact your instructor.
```