

Activating a Course

Activating a course makes the course appear in the registered learner's My Courses widget. Activating a course also makes it available to learners if you have not set a Start Date or End Date for your course.

1. From inside the course, on the navbar, click **Course Admin > Course Offering Information**
2. Select the **Course is active** check box
3. Click **Save**

Active

Course is active

Setting Start and End Dates for a Course

If you set a Start Date for your course that is later than the day you activate your course, the course appears in the My Courses widget, but is not available to learners until the date specified.

If you set an End Date for your course and do not deactivate your course, after that specified date passes, the course remains visible in the My Courses widget, but is not available to learners.

1. From inside the course, on the navbar, click **Course Admin > Course Offering Information**
2. Select the **Course has start date** and **Course has end date** check boxes
3. Edit the **Start Date** and **End Date**
4. Click **Save**

Start Date

Course has start date

10/1/2019

1:00 PM

United States - Chicago

End Date

Course has end date

12/20/2019

3:00 PM

United States - Chicago