Making Your Course Available

Activate Your Course

1. Click the Course Tools dropdown from your course navigation bar and select Course Admin.



2. From the Site Setup section, **select** *Course Offering Information*.

Course	Adm	inist	tration
Category	Name		
Site Setu	C		
Course Off	ering Inform	nation	▲ Homepages

3. **Scroll** down the page about halfway and **click** the box next to *Course is Active* if it is not already checked.

Force Locale
No
Active
✓ Course is active

**WARNING: Do not complete this last step unless your course is ready for your students.

4. **Scroll** to the bottom of the page and **click** the blue *Save* button.

Save	Cancel