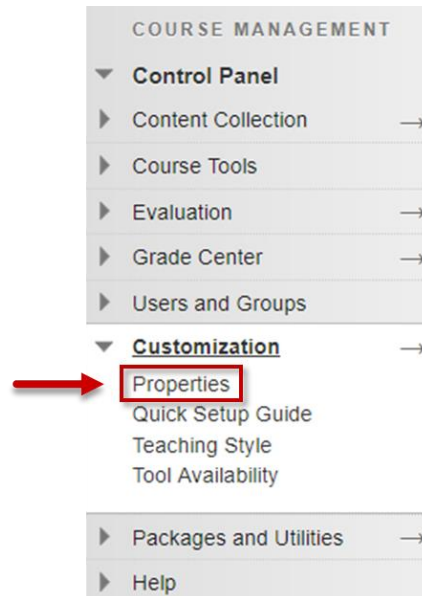


How to Make Your Course Available

- On the **Control Panel**, click **Customization** and select **Properties**



- Make the course available by selecting **Yes, Set the Duration**, choose **PNW campus** and press **Submit**.
 - The dates are already determined and do not need to be changed. You may need to alter these dates to make a course available to a student who must complete course work from a previous semester.

SET AVAILABILITY

Make this course available to users?



Make Course Available

- Yes
- No
- Use Term Availability
(PNW-Summer 2017 is Available)

SET COURSE DURATION



Duration

- Continuous
- Select Dates
 - Start Date
 - Enter dates as mm/dd/yyyy*
 - End Date
 - Enter dates as mm/dd/yyyy*
- Days from the Date of Enrollment
- Use Term Duration
(PNW-Summer 2017 duration is From May 15, 2017 to August 4, 2017)

CATEGORIZE COURSE



Items to Select	Selected Items
PNW (Northwest) WL (West Lafayette)	
<input type="button" value="Invert Selection"/> <input type="button" value="Select All"/>	<input type="button" value="Invert Selection"/> <input type="button" value="Select All"/>

Click **Submit** to proceed. Click **Cancel** to go back.