Open Course and Set the Date it Opens (the Friday Before the Course Begins)

1. From the Course Menu (column on left side) click on Customization. Then click on Properties.

![Customization Menu]

2. Under the section “Set Availability”:
   a. Click Yes for Make Course Available.

![Set Availability]

3. Under the section “Set Course Duration” click the following:
   a. Select Dates
   b. Start Date
   c. Click the calendar icon to set the date, for example January 4, 2019 (a Friday) (Do not select and end date).
   d. Click Submit.

![Set Course Duration]