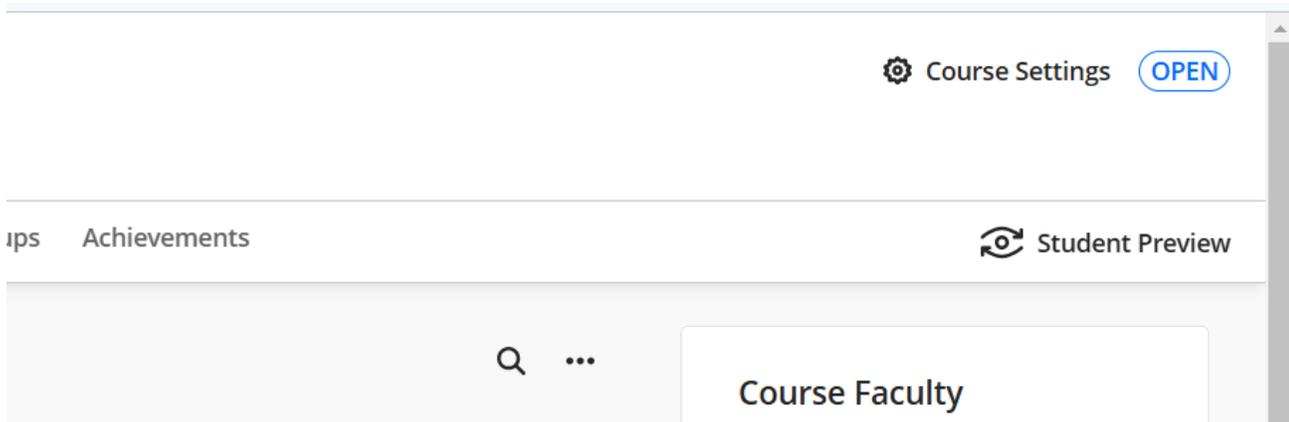


Making Course Shells Available

As of January, 2025, there is a slight change to how course shells are made available from within a course shell and how the system lets you know if the shell is currently open or closed. While in a course shell, you will now see an indicator in the top-right corner of the page, immediately to the right of the link for “Course Settings.” It will show “Open” if the course is open to students and “Closed” if it is closed.



Clicking on the status button will open the Course Settings page, allowing Instructors to set the course to be Open, Closed, or Complete. This is done by toggling either (or both) of two buttons.

The first button, appearing under a label of “Close Course” controls whether or not the course is available to students. If it is toggled on, with a green check showing, the course is unavailable. To make a shell available to students, click on this button so that it shows a circle with a gray “x,” indicating that the option has been disabled.

Course Access

UNAVAILABLE to enrolled students

Course Duration

Ongoing

An ongoing course is continuous without a fixed end date

Close Course

Course content will be unavailable to students.

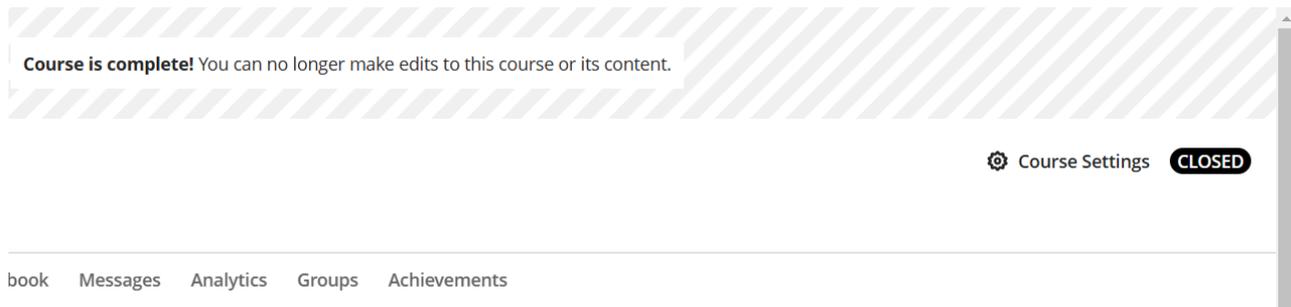
When the course is closed, it continues to appear in the course listing but students cannot access it.

Complete Course

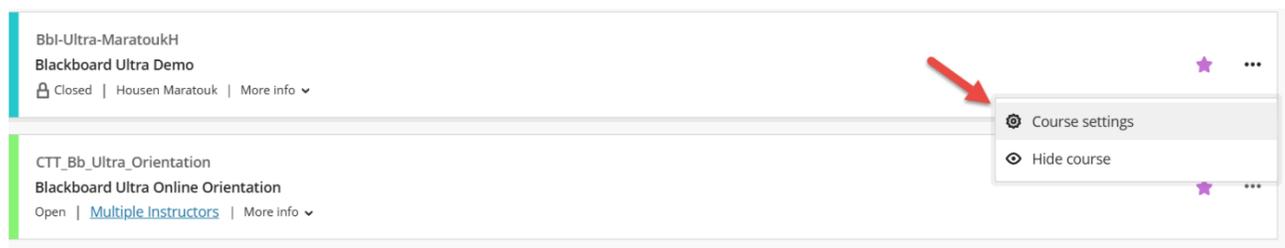
No changes can be made by students or instructors.

When the course is completed, students can access the content but cannot participate.

The second button, under a label reading “Complete Course,” gives you the option of setting a course to “Complete.” This makes it so that students can enter the course shell but can no longer submit any work to it, can be combined with a status of either Open or Closed and will result in a banner appearing along the top, showing that the course is complete.



Instructors can also begin the process of changing the availability of a course shell from the Courses page by clicking on the three dots that appear to the right of a course’s name and then on “Course settings” in the resulting menu.



Doing so will take instructors to the same Course Settings page accessed when initiating the process from within a course shell.