This document will give you an overview of how to set dates in your course.

**Step 1 - Content Area**

1. Click on the "Content" tab.

2. Click on "Bulk Edit"
Step 2 - Add dates and restrictions

Click add dates and restrictions...
Step 3 - Visibility and due dates

1. Click where it says "Add..." to add a date, if there is already a date click on it to change it.

2. Click "Update"

IMPORTANT note:

Setting dates from the content area sets the Visibility of the item.

- **Start Date** - Displays the topic to be viewed before this date students will NOT be able to view the topic.

- **End Date** - Makes the topic and posts no longer visible to students.

- **Due Date** - Acts as a flag for the last day students should complete the activity. This will NOT lock them out or lock their visibility to the activity. It is a reminder to them and a flag for you when you go to grade so you can see when their submissions are late.
Setting Dates and Adding Descriptions

Assignment 1 - Abraham Lincoln

Start Date  Due Date  End Date
Add start date...  Add due date...  Add end date...

Release Conditions
Create  Browse

1. Click to add dates.

2. Click “Update”

Your instructions for this assignment are as follows...

Required: Automatic
Step 4 - Review your dates

Assignment 1 - Abraham Lincoln

Due July 21 at 11:30 PM

Starts Jul 14, 2017 8:00 AM
Ends Jul 29, 2017 11:30 PM

Your instructions for this assignment are as follows...