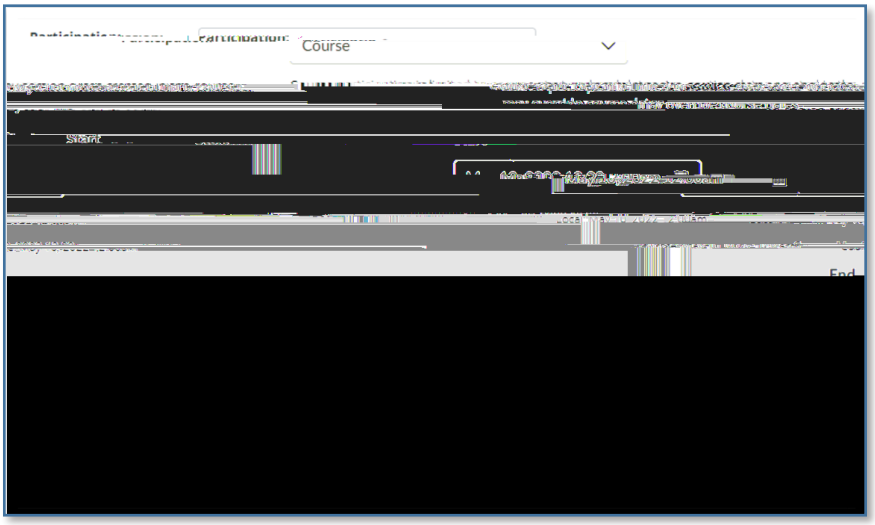
www.odu.edu/its

2. If he co rse is p blished and o an o pre en s den access before he s ar da e, check **Re c de l e c e be e c e a da e** in he Co rse De ails ab.

3. To pre en s den access o a co rse af er i ends, check **Re c de l e c e a e c e e d da e**. (If o 're res ric ing access o a co rse ha has alread ended, se he co rse's end da e o an da e in he pas .)



4. Click **U da e C e De a.** a he bo om of he page o sa e changes.