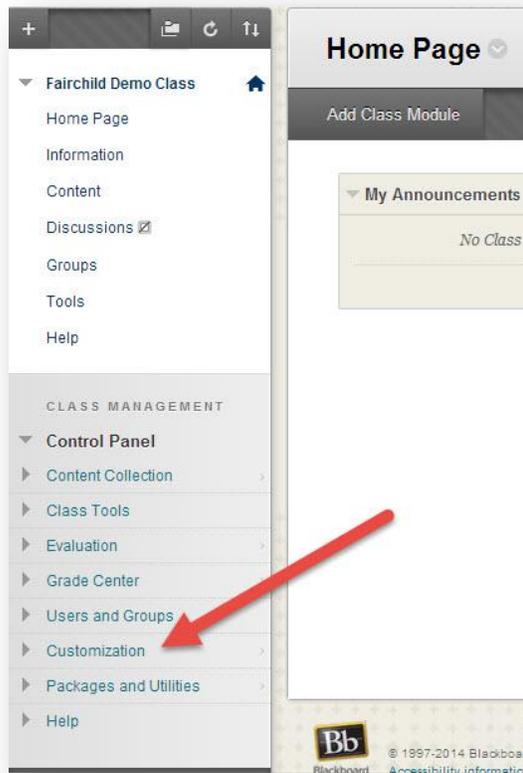


Changing Class Properties

1. From the Control Panel in your class, click on "Customization".



2. Click on "Properties".



3. To change the name of the class, type a new name in “Class Name” (green box in this picture).

Note: You cannot change the class ID.

To make the class available or unavailable for student enrollment, click the appropriate button in the third section down, “Set Availability” (blue box in this picture).

Note: As teacher, you will always be able to see the class, whether or not it is “Available” for students.

4. Click “Submit”.

The screenshot displays a web form for class management, divided into three main sections:

- NAME AND DESCRIPTION:** Contains a text input field for "Class Name" (highlighted with a green box) containing "Fairchild Demo Class". Below it, the "Class ID" is "fairchilddemoclass". A "Description" section includes a "REC" dropdown menu with a checkmark icon and a large empty text area.
- CLASSIFICATION:** Features two dropdown menus: "Subject Area" set to "Education" and "Discipline" set to "Higher Education".
- SET AVAILABILITY:** Contains a question "Make this class available to users?" and a "Make Class Available" label. Below these are two radio buttons: "Yes" (which is selected) and "No". This entire section is highlighted with a blue box.