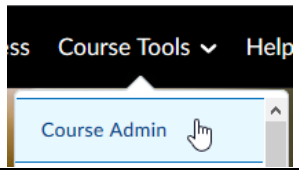
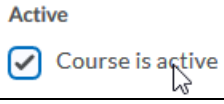
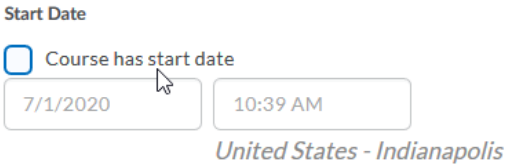
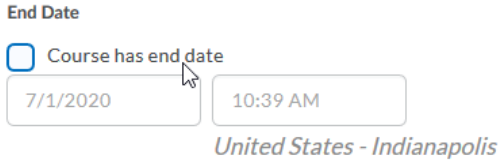
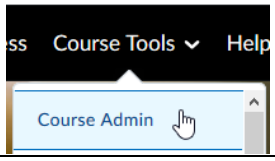
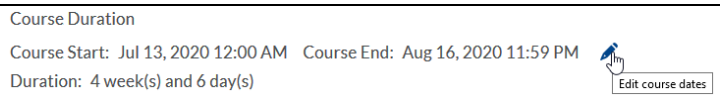
How to make a Brightspace course active and set the start and end date

The start and end date of a course determines when a course is active. Active means it is accessible by students.

Log into Brightspace and navigate to the course for which you would like to do the settings.		
1.		Click onto "Course Tools" and select "Course Admin".
2.		Click onto "Course Offering Information".
3.		Scroll down until you see this checkbox. Click it to make the course active/inactive.
4.		Check this box to give the course a Start Date.
5.		Check this box to give the course an End Date.
6.		Hit "Save".

Alternative: You can also change the Start Date and End Date as follows:

Log into Brightspace and navigate to the course for which you would like to do the settings.		
1.		Click onto "Course Tools" and select "Course Admin".
2.		Click onto "Manage Dates".
3.		Click the pencil icon. A window will pop up that lets you change the dates.

Note: How does "Active" and "Start Date" and "End Date" work?

Answer (from Brightspace Website [https://documentation.brightspace.com/EN/le/course_administration/instructor/activate_course_offering.htm], 07/01/20):

Activate a course offering

Activating a course makes the course appear in the registered learner's My Courses widget. Activating a course also makes it available to learners if you have not set a Start Date and/or End Date for your course.

If you set a Start Date for your course that is later than the day you activate your course, the course appears in the My Courses widget, but is not available to learners until the date specified.

If you set an End Date for your course and do not deactivate your course, after that specified date passes, the course remains visible in the My Courses widget, but is not available to learners.

On the course home page, click Course Admin > Course Offering Information.

Select the Course is active check box.

Tip: You can deactivate a course offering to hide it from learners without actually deleting it. This way the content (including user data) can be kept for future use.

Click Save.