

Viewing an Archived Course

1. Click My Courses.
2. Click Archived Courses.

Notes:

- Click **view full details** if you want to view details.
- Click **send to active** if you want to move the course back to Active Courses.

The screenshot shows the LMS navigation menu with the following items: My Tasks, My Courses, My Curricula, My Programs, People, Catalog, Reports, Classes, and Organizations. The 'My Courses' item is highlighted, and its sub-menu is visible, showing 'Active Courses' and 'Archived Courses'. The 'Archived Courses' sub-menu is highlighted with a yellow circle containing the number '2'. Below the navigation menu, the 'Archived Courses' table is displayed with the following columns: Course Name, Score, Status, and Status Date. The table contains two rows of archived courses: 'Care Adjustments' and 'Airave Troubleshooting'. Each row has a 'view full details' link and a 'send to active' link. The 'Care Adjustments' row has a status of 'not attempted' and a radio button next to the course name. The 'Airave Troubleshooting' row also has a status of 'not attempted' and a radio button next to the course name.

Archived Courses	Score	Status	Status Date
Care Adjustments			view full details send to active
<input type="radio"/> Care Adjustments for Supervisors		not attempted	
Airave Troubleshooting			view full details send to active
<input type="radio"/> AIRAVE Troubleshooting		not attempted	