Restore an Archived Class

Last Modified on 11/03/2020 12:35 am EST

Archived Classes can be restored to their original status if needed. Restoring a class also restores the enrollment for the class.

- 1. Point to Classes in the menu bar and clickList Archived Classes.
- 2. Use the Search Criteria to narrow your search if needed.
- 3. Restore an individual class by clicking the **Restore** link to the far right of the specific class.
- 4. Restore multiple classes by checking the boxes to the left of each class and clicking the **Restore Checked Classes** button.
- 5. Restore all classes by checking the **All** checkbox and clicking the **Restore Checked Classes** button. (If classes take up several pages, be sure to click **Show All** before checking the **All** checkbox.)

| | List Archived Classes | | | | | | | | | | | | |
|----------------------------|---|----------|-----------|--------|--------|--------|--------|--------|--------|------|---------------|---------|-----------|
| Return | N ✓ Restore Checked Classes | | | | | | | | ? Help | | 1 Suppor | t 📍 | Send Idea |
| | | | | | | | | | | | | | |
| All Loc | Class | Status | Session | Cat1 | Cat2 | Cat3 | Gndr | Ages | Room | Open | Size Max | Tuition | |
| Searc | l Search | Search | Search | Search | Search | Search | Search | Search | | | Search | Search | |
| ABPS | Pufferfish F 10am | Archived | 2011-12 | | | | Both | 2 - 3 | Pool 2 | 5 | <u>3</u> 8 | 75.00 | Restore |
| ABP: | Sugar Plum Paradise Camp 4/11-4/15/2011 | Archived | 2010-2011 | | | | Both | | | 7 | 1 8 | 20.00 | Restore |
| ABP: | Sugar Plum Paradise Camp 4/11-4/15/2011 | Archived | 2010-2011 | | | | Both | | | 7 | 8 | 20.00 | Restore |