Manage Dates: Bulk Editing Dates in D2L

1. Choose “Edit Course” on the course navbar. Choose “Manage Dates”.

2. To edit the due dates for specific tools, choose “Specific Tools,” check the name of the tool and “apply filter”
3. Choose the name of the item (ie: Quiz 1) and choose “edit dates”. A popup will appear allowing for the editing of the start/end date. (Note: The dates will be copied over from the previous course. Make sure the dates you are providing align with the correct semester).
4. If you want to edit an entire list of activities (ie: all quizzes start/end on the same date), you can choose the select all feature and choose “edit dates” on the toolbar. This will allow you to edit the dates for all of the selected items at one time (making them all due on the same date).