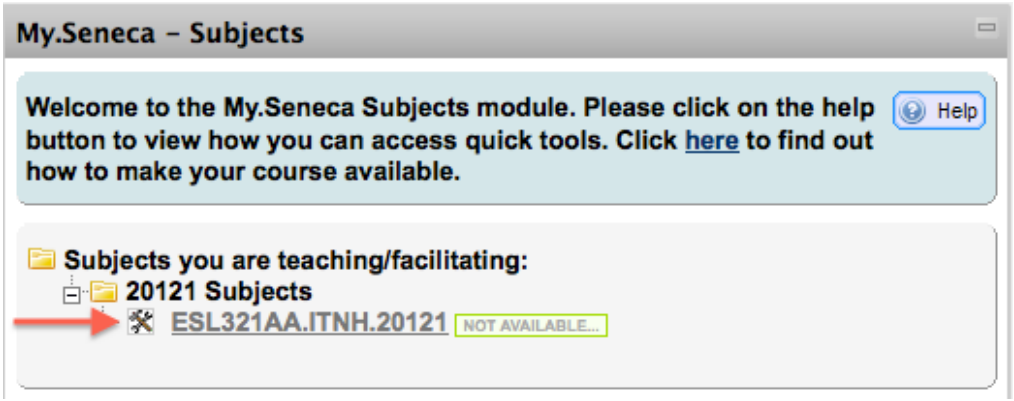
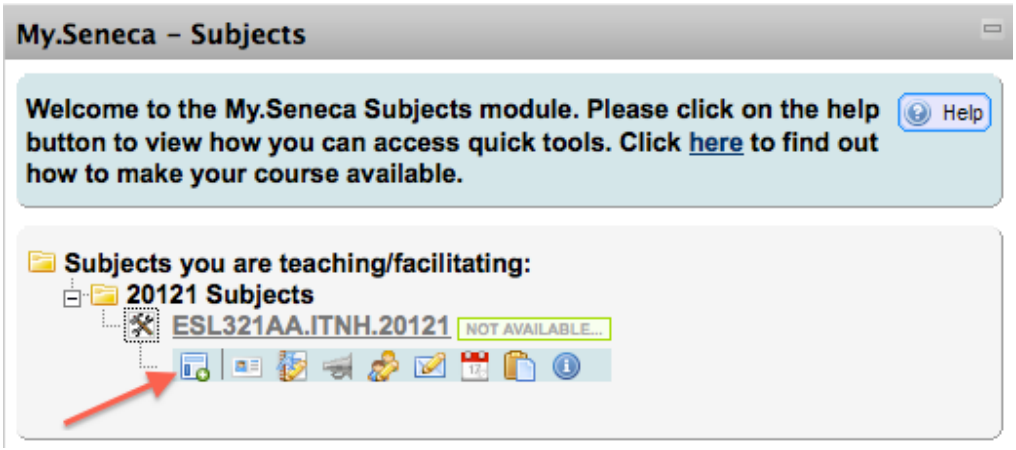
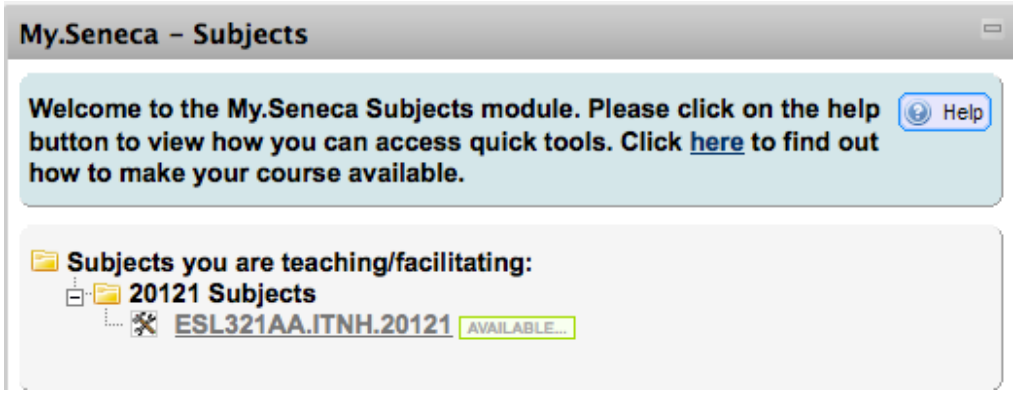
How to Make Your Subject(s) Available

1. In your My.Seneca Subjects module, click the **Quick Tool Pad** icon beside your subject to open your subject quick tool menu.



2. Click the **Make Subject Available** icon



The subject status should now read “Available”.