

Bundle Availability

You can manage bundle availability using a number of methods. Select a method below to learn more.



Adding a new product to an existing a bundle will not automatically register that product to participants who have access to the bundle. The system will ask if you want to update the registrations for all individuals who have Access Codes associated with that Bundle. Answering yes does all the work.





Add or Remove User Groups

Site Managers can change the user groups that can benefit from bundles. Individuals do not benefit from bundles until they are linked to their user groups. This includes viewing product categories.

1. [Navigate to Bundles](#).
2. Optionally use [Filter and Save Searches](#) .
3. Select **Edit** for a specific bundle.
4. [Add or remove multiple user groups](#) .
5. **Save** when you have finished updating the user groups that are associated with this bundle.

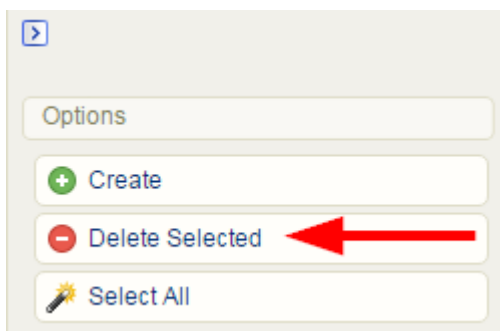
Activate or Deactivate a Bundle

1. Navigate to Bundles.
2. For the relevant bundle, use the drop-down menu to change the status to **inactive** or **active**, as appropriate.

Name	Description	Type	Status	Created	Edited	
. Asst. Mgr's Orientation	Orientation Training	Product Enrollment	active	7/6/2016 2:07:38 PM	7/6/2016 2:08:18 PM	   
			active		Sencia	
			inactive		Sencia	
			Category		Administrator	Administrator

Delete a Bundle

1. Navigate to Bundles.
2. **Select** bundles.
3. Choose **Delete Selected** from the Options menu. If you can't see the menu, show the **Tool Panel**



4. On the confirmation prompt, select **OK**.



Deletion is permanent. Make sure you want to delete the bundle rather than simply inactivating it (see Active or Deactivate a Bundle above).