Activate article drop reason

To activate any of the deleted drop reasons, follow these steps:

- 1. Select the reason you want to activate by following any of these methods:
- Select "Activate Record" from the Actions menu next to the reason you want to activate,
- Click the checkbox on top of the records to select all the reasons then click the **Activate** button,
- Click the checkbox(es) next to the reasons you want then click the Activate button,

The following message appears showing the number of selected records:

Alert	
Are you sure you want to activate? 1 Record(s) will be affected	
CANCEL ACTIVATE RECORD	

2. Click Activate Record to confirm activating the reason. Its status changes to "Active".