Get an overview of your list of courses

As you may already have noticed there now is a new (old) module on My Institution (the front page) of Blackboard: **My Courses**. The module shows all the courses you are assigned both as an instructor and perhaps as a student. As a consequence thereof, it easily becomes confusing. However, you can organize the list into terms/quarters and avoid old courses to be shown. Below you will see how:

1. Click on the cogwheel near the upper-right corner of the module:

   ![Cogwheel icon](image)

   Courses where you are: Instructor

   **E16 - ITDMAT-01 Diskret matematik [24007PU049]**
   Instructor: Jens Bennedsen, Stefan Hallerstedt, Miran Hasanagic, Peter Gorm Larsen, Casper Thule;

   **E16-B1T1MAT-01 Matematik, fysik og materialelære-BT1A-AARHU[S][24015PU073]**
   Instructor: Jens Bennedsen, Steen Kim Bjørnelund, Klaus Bøcker, Thomas Kaa Damhus; Claus Glavind; Anne Karina Lund; Anne Pors;

   **E16G1 - Calculus 1 [25015IU004]**
   Instructor: Blackboard Administrator; Jens Bennedsen, Mikkel Godsk; Bjørk Hammer; Daniel Hvid; Lars Madson; Maikon Dazelle Nielsen; Bjørke Rahbek; Hans Anton Salomonsen; Klaus Thomsen; Anne-Dorthe Villumsen;

   **F16G3 - Specification of IT Systems [240152U047]**
   Instructor: Jens Bennedsen; Stefan Hallerstedt; Peter Gorm Larsen;

2. Now you can choose "Group by term":

   ![Group by term icon](image)
3. You can also select or deselect being shown individual courses and terms/quarters (Show Term), and whether you want them to be unfolded by default (Expand Term):

4. You can choose in which order you want your terms/quarters to be shown by dragging the elements around:

5. Click on Submit and your list of courses will be arranged according to your choices. You can always fold each period in and out by clicking the arrow:

If you wish to refund hidden courses and terms/quarters just click the cogwheel and select your preferred options.

Kind Regards,
ST Learning Lab