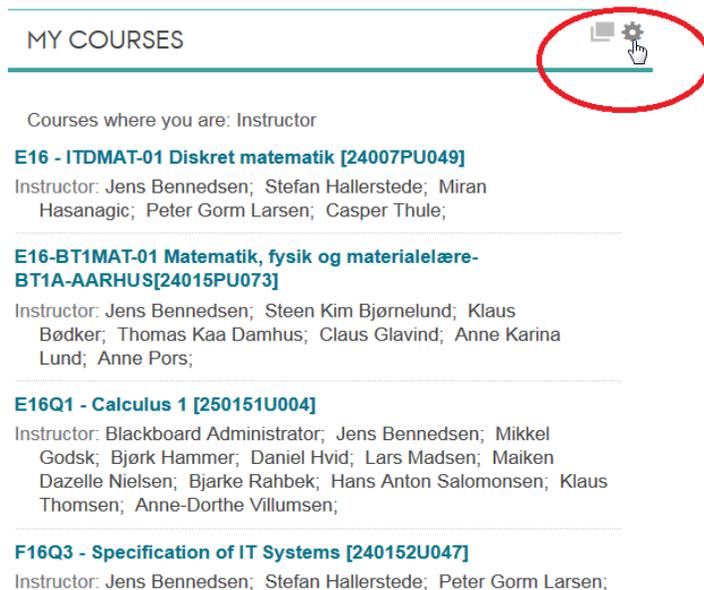


BLACKBOARD TIP OF THE WEEK

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:



MY COURSES

Courses where you are: Instructor

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

E16-BT1MAT-01 Matematik, fysik og materialelære-BT1A-AARHUS[24015PU073]
Instructor: Jens Bennedsen; Steen Kim Bjørnelund; Klaus Bødker; Thomas Kaa Damhus; Claus Glavind; Anne Karina Lund; Anne Pors;

E16Q1 - Calculus 1 [250151U004]
Instructor: Blackboard Administrator; Jens Bennedsen; Mikkel Godsk; Bjørk Hammer; Daniel Hvid; Lars Madsen; Maiken Dazelle Nielsen; Bjarke Rahbek; Hans Anton Salomonsen; Klaus Thomsen; Anne-Dorthe Villumsen;

F16Q3 - Specification of IT Systems [240152U047]
Instructor: Jens Bennedsen; Stefan Hallerstede; Peter Gorm Larsen;

2. Now you can choose “Group by term”:

1. Terms

You may optionally group by term. A hidden term will show up on the module page itself.

Group by Term

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):

↑↓	Select All/Unselect All	Term Name	Term Duration	Show Term	Expand Term
↓	<input checked="" type="checkbox"/>	Forårssemestret 2017	From 01 February 2017 to 31 August 2017	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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

↑↓	Select All/Unselect All	Term Name	Term Duration	Show Term	Expand Term
	<input checked="" type="checkbox"/>	Efterårssemestret 2016	From 01 September 2016 to 31 December 2016	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	<input checked="" type="checkbox"/>	Forårssemestret 2017	From 01 February 2017 to 31 August 2017	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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:

▶ [Efterårssemestret 2016](#)

▶ [Forårssemestret 2017](#)

Courses where you are: Instructor

F17 - E4PRO4 Projekt 4 [24016PU033]

Instructor: Hans Jørgen Hansen; Anna Hollyoak Helleberg; Morten Opprud Jakobsen; Klaus Kolle; Per Lysgaard; Bjarke Rahbek; Charlotte Keiser Rasmussen;

F17 - Science Teaching

Instructor: Nina Vestergaard Adolfsen; Ole Eggers Bjælde; Anna Hollyoak Helleberg; Rikke Fröhlich Hougaard; Sashia Lindhøj Jakobsen; Annika Büchert Lindberg;

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

Kind Regards,
ST Learning Lab

