Ordering Your Course Sites

The default view of your Blackboard course lists all your courses together in alphabetical order. There is a better view which allows you to group courses together by term (Fall 2015, Spring 2016, etc.) or type of course where a term code does not apply (collaboration sites, archived sites, etc.). To update your view, follow the directions below.

1. Log into Blackboard

2. On the My Courses module, click the icon in the top right that looks like a gear (pictured)

3. On the following page, check off the box next to Group by Term

4. Once you check off that box, you’ll have further options related to which terms you’d like to display and how much information will appear on your My Courses module

5. Once everything is configured to your preference, press the Submit button to finish