Managing your Course List in Bb

Do you have a long list of courses in your Bb Welcome Page? The solution is easy:

Old courses can be hidden from your view. To have these courses not showing in your view, on the "Welcome" page of your Bb, under "My Courses" module (box), click on the settings icon located on the right upper corner:

As best practice we recommend you check the box that says "Group by Term" and then only check the box for the current term you are in. We also recommend you reorder the list accordingly to the most current semester term on top.

After you have submitted grouping by term, in your welcome page, "My Courses" will now show the current semester or the semester you chose to view:

My Courses

▼ S2016

Courses where you are: Student

2016S_BCOM201_VA_Introduction to Corporate
Announcements:
> Spring Break Announcement
> Mid-Term Eval Extra Credit Opportunity
> Week 8 Announcement

2016S_GBUS673_VE_Problems in Business: Social Media Marketing
Announcements:
> Weekly Assignments are Posted

2016S_HIST628_VA_Nineteenth Century Europe
Announcements:
> MIDTERM EXAM INFORMATION
> Research Progress Report #1

Then, go to the Edit Course List tab and un-check the boxes on the left side of each course you want to hide:

EDIT COURSE LIST

Select the attributes to be displayed for each Course. Selecting Select All will display all attributes for the Course. If none of the columns are selected, the Course will not appear in the module.

Courses in which you are enrolled:

↑↓	Select All/Unselect All	Course	Course Name	Course ID	Instructors	Announcements	Tasks
	☑	CTELT000_149: Sandbox_Edward	☑	☑	☑	☑	☑
	☐	bbtutorial: Blackboard Student Tutorial	☑	☑	☑	☐	☐
	☐	CTELT000_6: Bb Demo	☑	☐	☐	☑	☐
↕	☑	NURS631_VA_F2015: 2015F_NURS631_VA_Integration of Profession- al Nursing for the RN	☑	☑	☑	☑	☑
	☐	BCOM301_master4_MyBCOMLAB: BCOM 301 Business Communication Master Course Shell (MyBCOM LAB)	☑	☐	☐	☑	☐
	☐	CTELT000_322: New Faculty Workshops 2014 (Sandbox)	☑	☐	☐	☑	☐
	☑	CTELT000_321: New Faculty Workshops 2014 (Student View)	☑	☑	☑	☑	☑
	☐	CTELT_WORKSHOPS: CTELT Bb Workshops	☑	☐	☐	☑	☐
	☐	HESA_MAPLES: Copyright Infringement Module Project	☑	☐	☐	☑	☐

The arrow allows you to drag the course up and down in the list in order to arrange it the way you want. Click "Submit" once you are done and the classes will not be shown at your Welcome page anymore. Doing it this way gives you more control of what you want to view, and can be easily changed in the future if you want to access these courses.