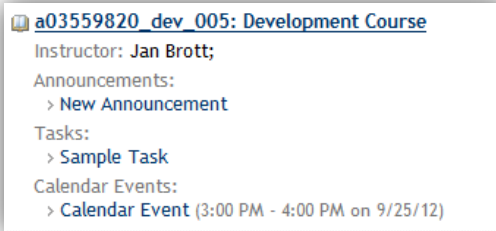


Managing the Course List

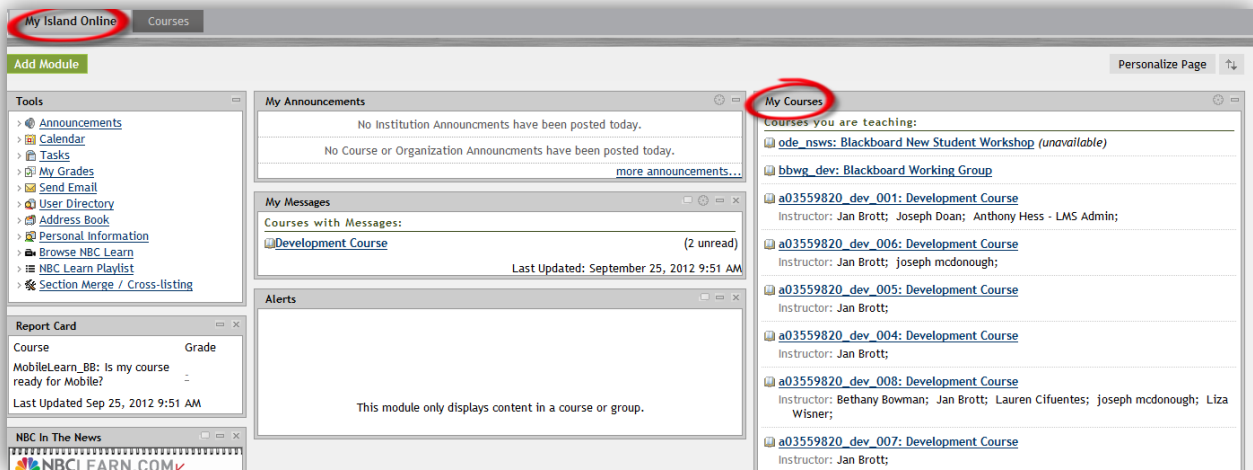
Managing the course list will allow you to:

- Change the order in which your courses are listed.
- Show or hide information the following information for each of your courses listed:
 - Course Name
 - Course ID
 - Instructors
 - Announcements
 - Tasks
 - Calendar Events

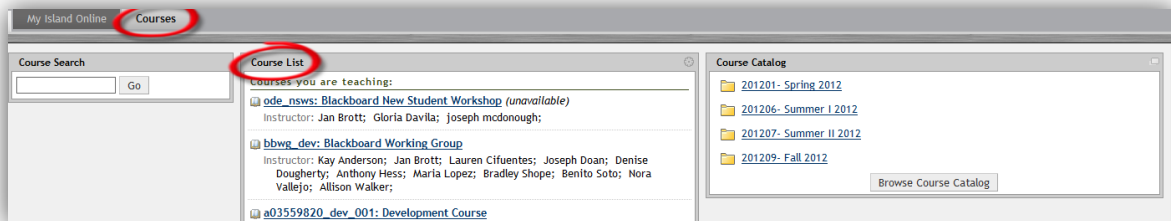


When you log into Blackboard, there are **two** locations in which you will see your courses listed.

On the right side of the page when you select the My Island Online tab.




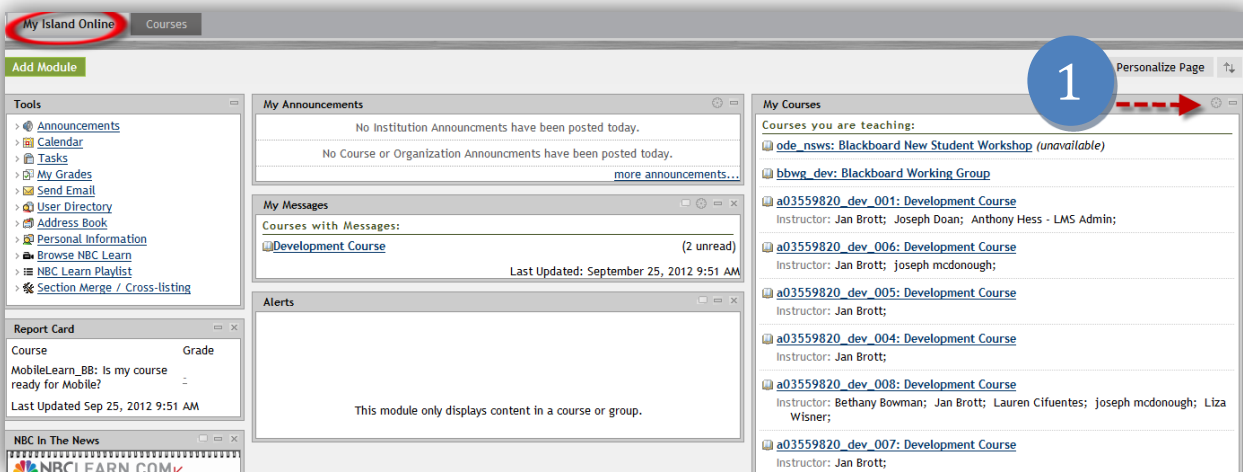
In the center of the page when you select the Courses tab.



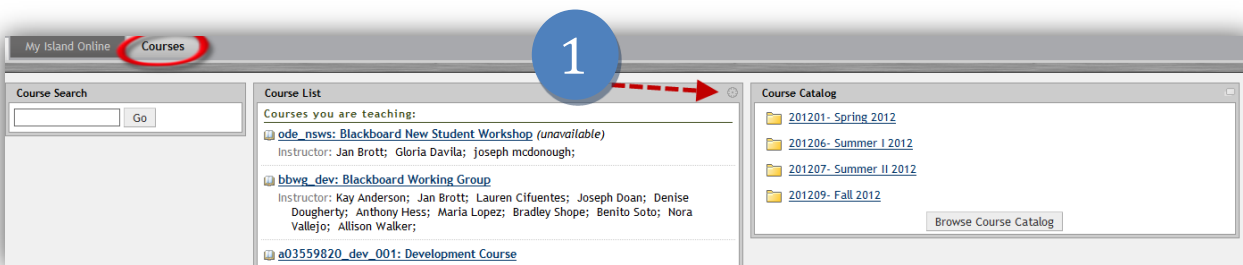
NOTE: Changes to the course list in one of these locations, does not affect change in the other location.

To manage the course list:

1. Click on the icon that  looks like a gear located in the upper right side of the Course List box.



OR



2. Select the checkboxes in the columns for items you want to show. Click on the box to the far left to select all.
3. To reorder the list, click on the double arrows on the left of the page, drag and drop to a new position.

