

# Manage Courses in Blackboard

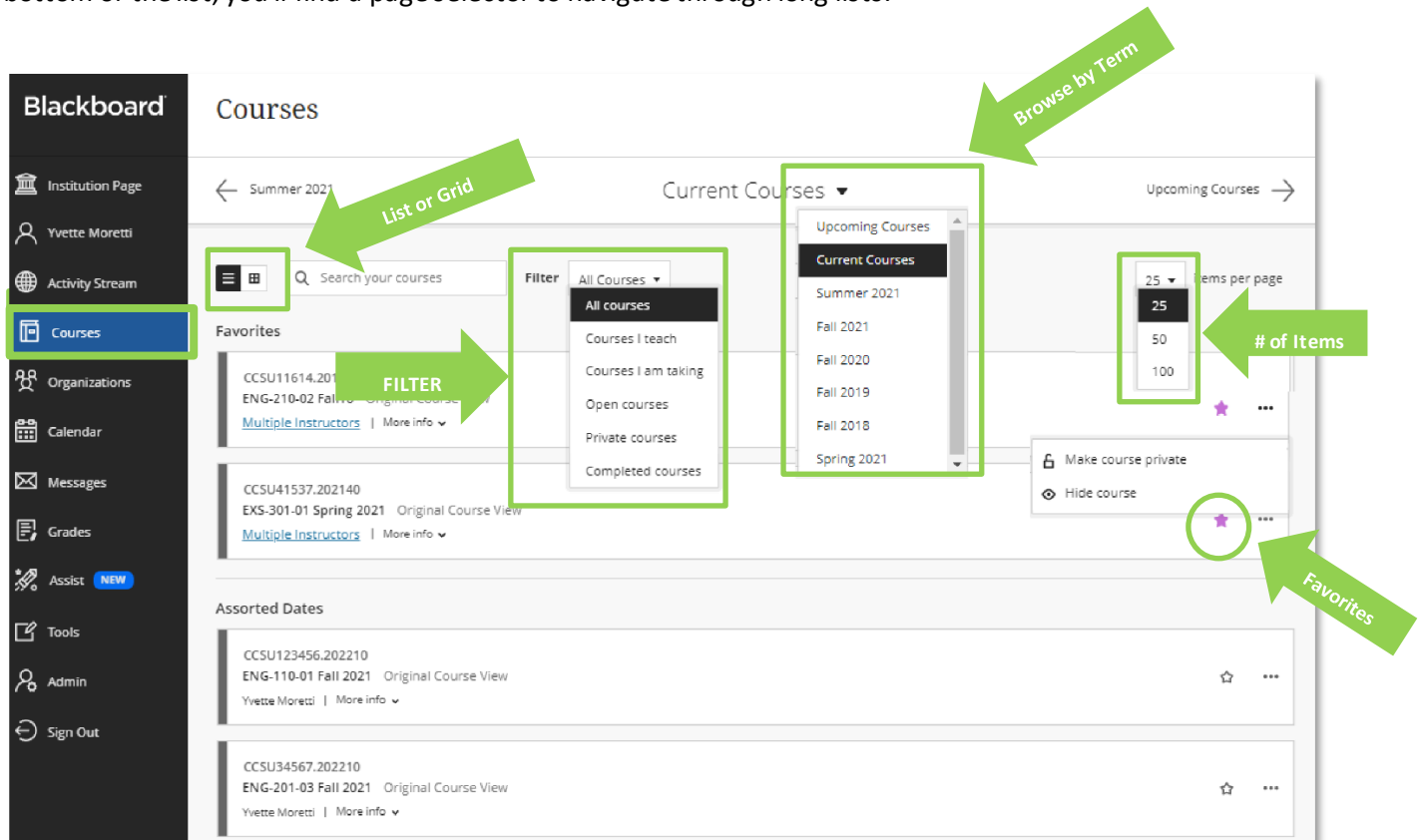
Manage your course list by marking courses as favorites or browsing by term.

**View your favorites quickly.** If you access a course frequently, you can select the star icon to add it to your favorites, so it appears at the top of the list. No more scrolling! You can select the star icon again to remove a course from your favorites. **It is highly recommended you mark your current semester courses as favorites.**

Users can view the Courses page as a **list or a grid**. In grid view, instructors can customize the image on their course cards.

**Filter or search your list.** Use the Filter menu to modify your view of the page. Your filtered list stays as you access courses. If you navigate to another page, all courses show again. Use the search function to find courses on the current page.

**Browse by term.** The default is set to Current Courses which shows all your courses in a list. CCSU does not have specific start and end dates for Blackboard course shells which is why you will see all courses (including previous courses) in this Current Courses list. However, you can sort by term (e.g., Fall 2023) or favorite your courses, so they always appear at the top of your course list when you are on Current Courses. Please watch this [short video](#) on how to organize your course list or read. If you teach a lot of courses, you can **choose how many appear on each page**. At the bottom of the list, you'll find a page selector to navigate through long lists.



The screenshot shows the Blackboard interface for managing courses. The left sidebar contains navigation options like Institution Page, Yvette Moretti, Activity Stream, Courses (highlighted), Organizations, Calendar, Messages, Grades, Assist, Tools, Admin, and Sign Out. The main content area is titled 'Courses' and shows a list of courses under 'Current Courses'. Annotations with green arrows point to various features: 'List or Grid' points to the view toggle icons; 'Browse by Term' points to the 'Current Courses' dropdown menu; 'FILTER' points to the filter menu; '# of Items' points to the 'Items per page' selector; and 'Favorites' points to the star icon on a course card.