





How to Find Your Course

1. Log into Blackboard and click **Courses** from the left Navigation Menu.
2. You will see **Current Courses** at the top of your **Courses List**. 
3. Here, you can search by Term. The default term is “Current Courses.”
 - “Current Courses” will display an all-encompassing list of courses from ALL semesters.
 - You can pare down your list and search by term - click on the dropdown arrow next to “Current Courses.”
 - A menu will appear that allows you to select the term of the course.
4. Below this menu there are two icon boxes located to the left that provide different ways to view your course list. Select the one that works best for you.
 - **Grid View**- Each course has a picture. 
 - **List View**- Courses are presented in a list format.

If the course is NOT showing:

1. Make sure that the “Search your courses” box is blank.
2. Additionally, double check that the Filter box is set to “All Courses” (Figure 1).

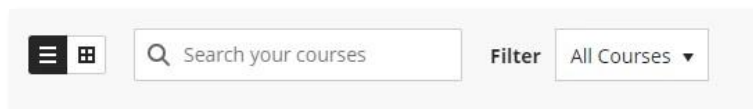


FIGURE 1

Next, if the course is still NOT appearing:

1. Make sure that you have not hidden your course.
 - To view your hidden courses, first verify that **Current Courses** is selected from the top of the Blackboard Courses page.
 - Ensure that the search box is empty.
 - Under the **Filter** box, select **Hidden from me** from the dropdown (Figure 2).

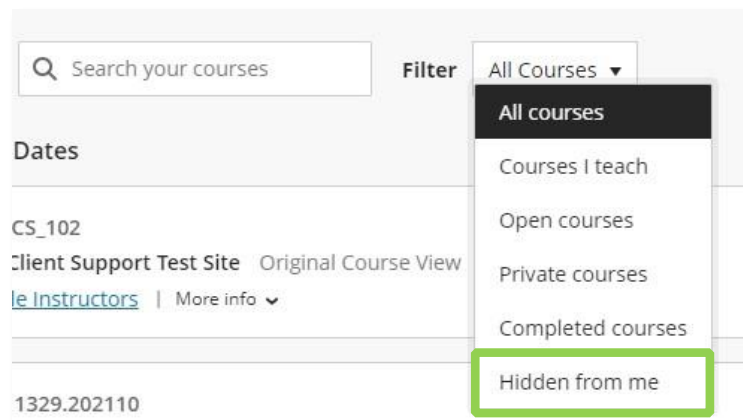


FIGURE 2

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- Here you will find all courses which you have hidden.
 - To unhide a course, click on the **three dots** either located to the far right of the course in List View (Figure 3) or in the top right corner of the course image in Grid View (Figure 4). From the menu that appears click **Show course** (Figure 5).

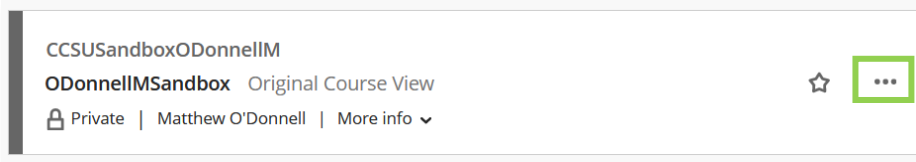


FIGURE 3

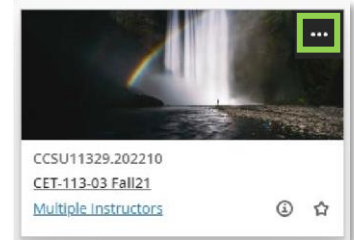


FIGURE 4

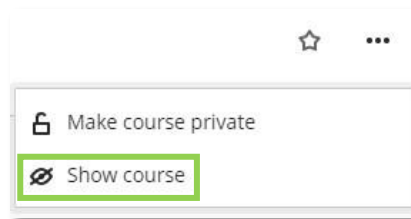


FIGURE 5

- If you have more than one course Hidden, you will remain within the “Hidden Courses” view. To exit this view, select “All Courses” from the Filter box.
- If you unhide all “Hidden Courses”, you will automatically be redirected to the “All Courses” menu.

Viewing a Specific Term and Adding a Favorite Course:

To view a specific term, select it from the dropdown menu at the top of the course list page (Figure 6).

You can also favorite a course to keep it at the top of your course list. Click on the **star** on the course to add it to your favorites (Figures 7 & 8).

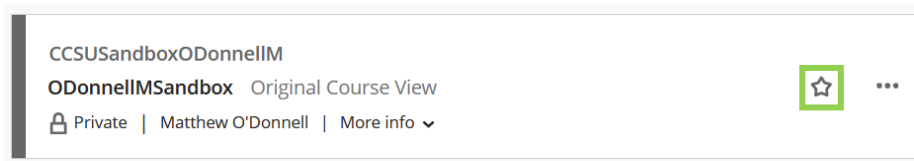


FIGURE 7

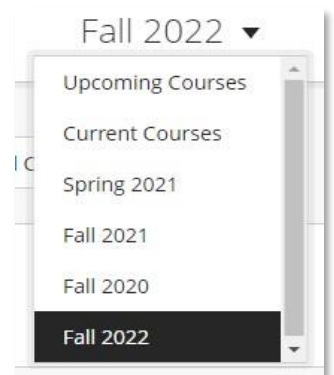


FIGURE 6

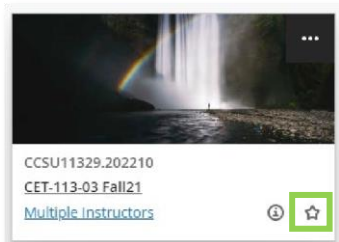


FIGURE 8