

Blackboard Learn

Personalize Course List View

Hide/Show Course Listings

1. On your Blackboard Learn portal page, hover over the **My Courses** area.



2. Click the **Manage My Course Module Settings** icon () located in the upper right corner of the **My Courses** module. The **Edit Course List** screen becomes available.

1. 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 you are teaching:

↑↓	Select All/Unselect All	Course	Course Name	Course ID	Instructors	Announcements	Tasks
<input type="checkbox"/>	<input type="checkbox"/>	ACS_TESTING_COURSE_10: ACS_TESTING_COURSE_10	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	001991_BBS_808_4431_1: BBS 808 - Journal Club in Neuroscience_GSBS_13 GSBS Fa_1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	usi_5073: Basic Skills for Working With Smokers 2014-14-800A	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	ACS_TESTING_COURSE_8: Bride of Frankenstein Course	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Hide a course: Deselecting the check box in the Course Name column will remove the course from appearing in the My Courses list.

Show a Course: Selecting the check box in the Course ID, Instructors, Announcements or Tasks columns will display the information in the My Courses list.

Rearrange Course Listings

1. **Hover over** the course name of your choice. The  icon will appear to the left of the course name.
2. **Selecting** the  will turn your mouse pointer into .
3. **Click and drag** the up/down arrow icon () to adjust the course order.

Courses where you are: UMW Faculty Designer							
↑↓	Select All/Unselect All	Course	Course Name	Course ID	Instructors	Announcements	Tasks
	<input type="checkbox"/>	MASTER_002151_4500_1: FM 102 - Bldg Working Cells and Tissues_SOM_14 Med Fal_Y1 MASTER	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	002152_FM_103_4500_Y1: FM 103 - Integrated Case Exercises_SOM_14 Med Fal_Y1	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	002154_FM_105_4500_Y1: FM 105 - Dev Structure & Function_SOM_14 Med Fal_Y1	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	002153_FM_104_4500_Y1: FM 104 - Doctoring & Clinical Skills_SOM_14 Med Fal_Y1	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. **Click Submit** to save changes.

Note: In Blackboard Learn, when courses are cross-listed, you will see the **Master** course (which contains the content) as well as any the **Child** courses (which contain only enrollment) that are merged with the Master. This may result in an overcrowded view of the courses in which you are enrolled.

Personalize Page	↑↓
My Courses	
Courses where you are: UMW Faculty Designer	
Sim Based Central Line Instruc_GSN_13 GSN Spr_GP2 (unavailable - Child course of Sim Based Central Line Instruc_SOM_13 Med Sp_1 MASTER)	
Sim Based Central Line Instruc_GSN_13 GSN Spr_NM1 (unavailable - Child course of Sim Based Central Line Instruc_SOM_13 Med Sp_1 MASTER)	
Sim Based Central Line Instruc_SOM_13 Med Sp_1 (unavailable - Child course of Sim Based Central Line Instruc_SOM_13 Med Sp_1 MASTER)	
Sim Based Central Line Instruc_SOM_13 Med Sp_1 MASTER	

You only need to access the **Master** course (which is always clearly marked with the word “Master”), so it is useful to hide the Child courses to avoid confusion.