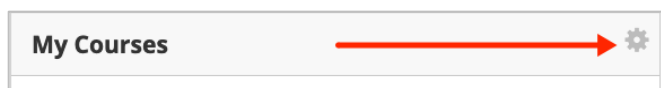


CHANGE MY COURSES DISPLAY

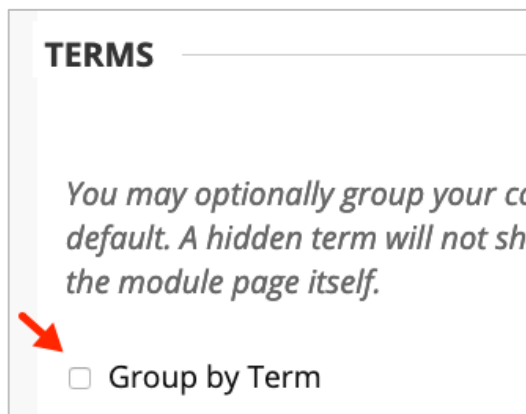
Over time, an instructor's list of courses can accumulate in ulearn. It is helpful to reorganize and customize the display of courses in a meaningful way so that it's easier to distinguish one course site from another.

Instructions

1. Log into ulearn as you normally would. Stay on the main my ulearn page.
2. Hover the mouse over the My Courses module until a wheel icon appears. Click the **Manage My Courses Module Settings** icon.



3. In the Terms section, click on the **Group by Term** box.



4. To show a semester, click on **Show Term**. You can also opt to have the term automatically expand and show the course taught within that term.

↕	Select All/Unselect All	Term Name	Term Duration	Show Term	Expand Term
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Fall 2021 Semester	Continuous	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Spring 2021 Semester	Continuous	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Fall 2020 Semester	Continuous	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Summer 2020 Term	Continuous	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Spring 2020 Term	Continuous	<input type="checkbox"/>	<input type="checkbox"/>

CHANGE MY COURSES DISPLAY

- In the Edit the Course List section, you can hide courses within a term if you do not wish to see them by unchecking the boxes for **Course Name** and **Course ID**.

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 be displayed.

Courses you are teaching:

↑↓	Select All/Unselect All	Course	Course Name	Course ID	Instructors	Announcements	Tasks
	<input type="checkbox"/>	Spring2020_SOC1001_PEM_32680_CG_ALLY: SOC1001: Sociology I PEM 32680_ALLY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	Fall2021_ENG1020_HG_12016_DP: ENG1020: Rhetoric & Composition I HG 12016	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	Fall2021_ENG1020_HX_12487_DP: ENG1020: Rhetoric & Composition I HX 12487	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- On the same screen, hovering the mouse over the up/down arrows on the left side of a course name allows you to reorganization your course list by dragging courses to a desired location on the list.

↑↓	Select All/Unselect All	Course
	<input type="checkbox"/>	Spring2020_SOC1001_PEM_32680_CG_ALLY: SOC1001: Sociology I PEM 32680_ALLY
↑↓	<input type="checkbox"/>	Fall2021_ENG1020_HG_12016_DP: ENG1020: Rhetoric & Composition I HG 12016
	<input type="checkbox"/>	Fall2021_ENG1020_HX_12487_DP: ENG1020: Rhetoric & Composition I HX 12487

- When done making changes, scroll down and click **Submit**.

CHANGE MY COURSES DISPLAY

Note:

Removing or hiding courses by deselecting them from My Courses does not permanently remove them from the system. This action only removes courses from the view in the My Courses module. Return to the My Courses module anytime to make courses visible if they have been previously hidden.