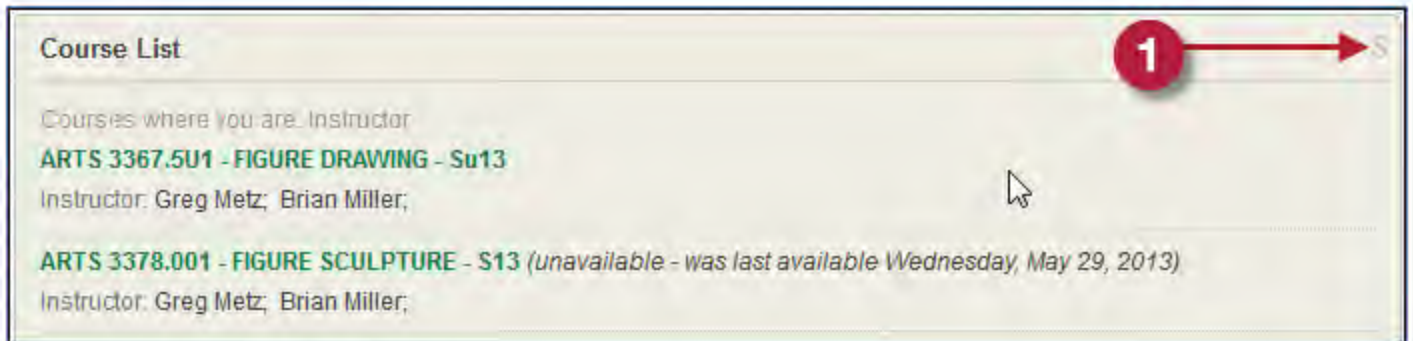


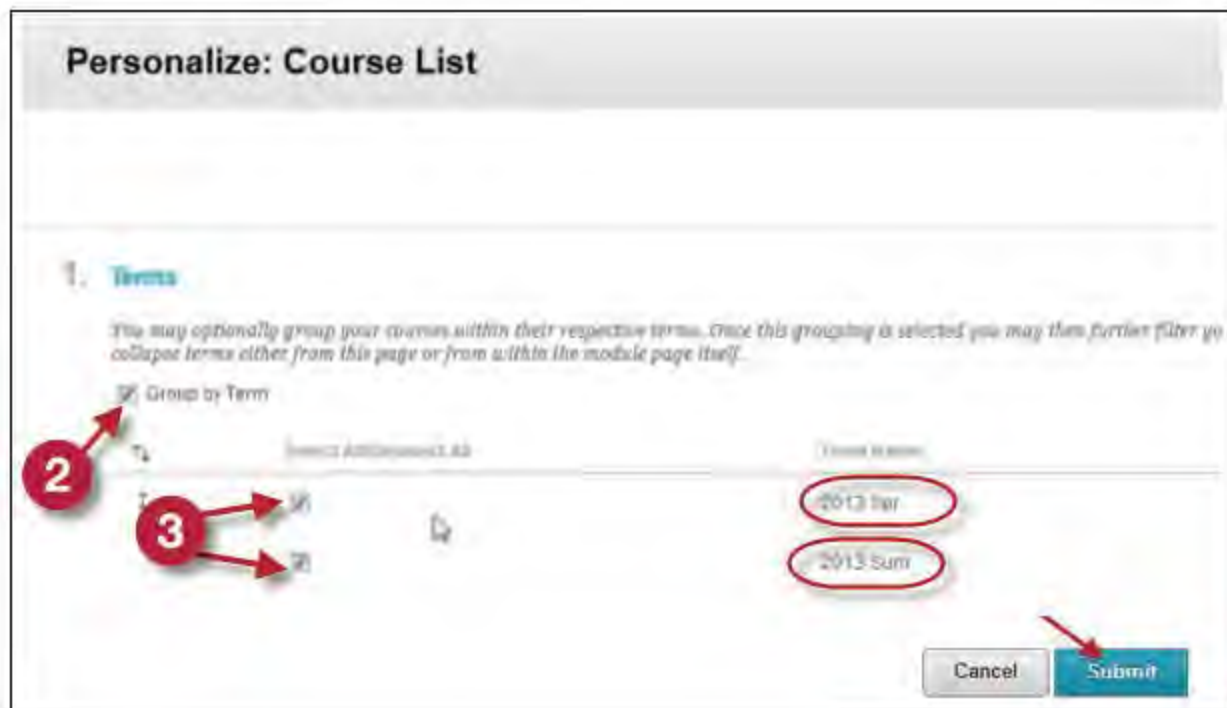
How to Group Courses by Term

The following steps describe how to group courses by term.

Step 1: On the eLearning Start page is the Course List. Click on the “S” in the right hand corner.



Steps 2 and 3: Click the check box labeled **Group by Term**. Another list will appear that lists term names (2013 Spr and 2013 Sum) Select the **2013 Spr and 2013 Sum** check boxes. Click **Submit**.



A green tab will indicate whether the course list has been successfully updated as shown in the image below. Note each term (**2013 Spr** and **2013 Sum**) has its own heading and a drop down arrow beside it that allows you to expand and reveal the classes in that term or collapse to show only the term name.

The module has been successfully updated.

Add Module

Important Links

[The University of Texas at Dallas](#)
[eLearning Helpdesk](#)
[UT Dallas Helpdesk \(for login issues\)](#)
[eLearning Team](#)
[eLearning Blog](#)
[IR Systems Outages Page](#)
[Student Privacy \(FERPA\)](#)
[Galaxy](#)

Course List

▼ 2013 Spr

Courses where you are: Instructor

ARTS 3378.001 - FIGURE SCULPTURE - S13 (unavailable - was last available Wednesday, May 29, 2013)

Instructor: Greg Metz; Brian Miller;

EPPS 3405.011 - Introduction to Social Statistics with Lab - S13 (unavailable - was last available Wednesday, May 29, 2013)

Instructor: Stephen Clipper; Nadine Connell; Brian Miller;

▼ 2013 Sum

Courses where you are: Instructor

ARTS 3367.5U1 - FIGURE DRAWING - Su13

Instructor: Greg Metz; Brian Miller;

EPPS 3405.011 - Introduction to Social Statistics with Lab - Su13

Instructor: Nadine Connell; Jessica Craig; Brian Miller;