Using the Term Filter for My Courses

1. If you are enrolled in more than 100 courses with the same role, you will no longer see the courses broken out by semester and department. You will instead see the last 10 courses you have accessed. If this is the case, you will see a button at the top of My Courses called “Select Term”. This will allow you to see all courses for a particular semester. Click the “Select Term” button to continue.

2. On the pop up window that appears, the semesters will be sorted oldest to newest. If you want to choose the current semester, you may have to click to the second page to see it. Once you have selected the term you want to view, click the “Update” button at the bottom.
3. You will now see only the courses for that semester. If you have more than one role for courses in a given semester, you can use the drop down menu for Role to only show courses for each role. If you leave it set to All Roles, you will see all of your courses for that semester. My Courses will remember your settings when you leave the page so you once you set a semester to view, you will always see that semester until you manually change it to something else.