

Ultra Base Navigation

Courses

Courses Area

Quickly navigate to your courses, with the ability to search, filter, and favorite them.

Changing Courses to Tile View

1. Navigate to <https://blackboard.towson.edu>
2. Log in with your TU **NetID and Password**
3. Click on **Courses**
4. Select the **Waffle Icon** at that top of the course page
5. Your courses will now be in tile view.



Figure 1

Finding Your Courses

You will notice each time you enter the courses area, you are defaulted to the “Current Course” term. We recommend selecting the current term, searching, and favoriting your courses. This will allow you to easily find your course every time you login to Blackboard.

1. Navigate to <https://blackboard.towson.edu>
2. Log in with your TU **NetID and Password**
3. Click on **Courses**
4. At the top, select the drop-down arrow next to **Current Courses**
5. Select your **Term**

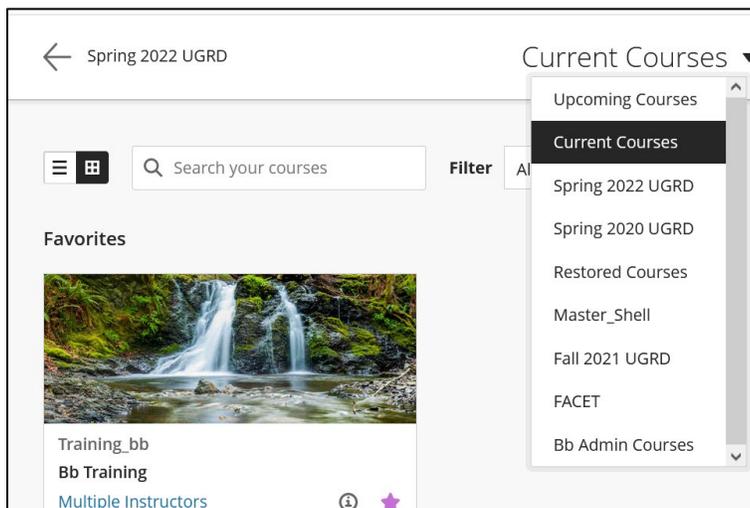


Figure 2

Blackboard Courses Area

6. Favorite your courses by selecting the **star**. Note: each time you enter the courses area on Blackboard, you will see all favorited courses at the top.
7. Unselect the **star** to remove the course from your favorites when the semester is over.

Things to be Aware Of

Search Box

The Search Box retains any search criteria you type in the field, even if you leave Blackboard and come back, or change the term or filter. You will always need to clear the search field by clicking on the **X**.

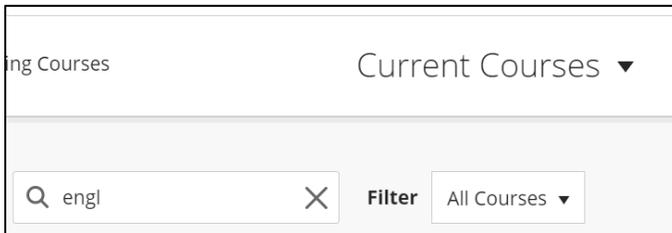


Figure 3

Hidden Courses

Users can hide a course from their view, even if a course is marked as a favorite. Once you hide it, you must use the filter option to find the course and unhide it from your view.

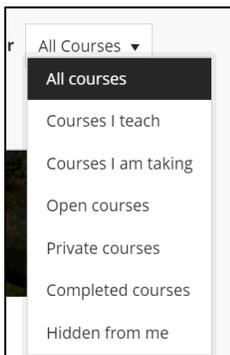


Figure 4

1. Click the **Filter** drop down arrow
2. Select **Hidden from me**
3. Click on the 3-dot menu option of the course tile and click **Show Course**