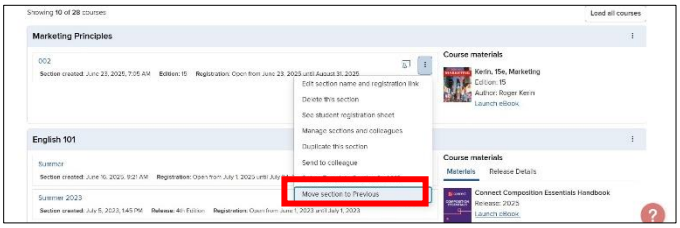
Moving Course Sections to Previous

Video: CLICK TO VIEW

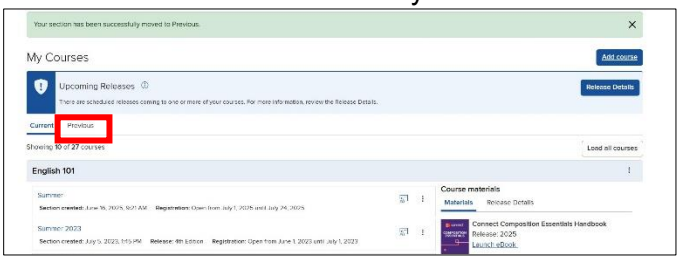
This resource will go over the **Previous** and **Current** tabs on your My Courses page. As you begin a new term, you may want to organize your My Courses page by hiding older course sections from your view. To do this, you can simply move the sections to your “Previous” tab.



First, click the three dots drop down menu in the section you would like to move. Then click **Move section to previous**, then click **Move** to finalize this choice.



You will see a banner indicating that your section has been moved to Previous. To view your previous course sections, click the **Previous** tab next to the current tab under “My Courses”



Here you will see the course sections moved to “Previous.”



To move a previous section back into your current courses page, click the three dots drop down menu next to the section you want to move. Note, this is where you could also permanently delete a section.



Click **Move section to Current** and click **Move** to finalize this choice.

To get back to your My Courses page, click **Current** in the top left. This will bring you back to your current course sections.



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