Users enrolled in a large number of courses may have a difficult time navigating through their My Courses module. Follow these instructions to group all courses in the My Courses module by term.

1. **Log in** to eCampus.
2. **Mouse** over the **My Courses** module.
3. **Click** the **Gear Icon** at the top right hand corner of the **My Courses Module**.
4. **On the next page**, **Check the box** next to **Group by Term** and **Click Submit**.
5. **The courses in the My Courses module are now organized into collapsible headings by term.**
6. **Click** the term headings to collapse/expand the list of course in that term.