



### Where are my Blackboard courses?

#### *Learning Objective:*

Help students understand when they should expect to see Blackboard (Bb) course shells, why they might not see all their current courses listed, why they see courses from previous semesters, and whom to address about a “missing” course.

#### **1. How and when are students added to course shells?**

A database of currently enrolled students manages course population by adding students who have just enrolled and removing students who have dropped.

#### **2. When is the database active?**

The database runs every three hours beginning two days prior to the start of a semester and students should not expect to see courses listed before that time. Students newly enrolled in a course should expect at least a three hour lag before they see the new course listed on their Blackboard site.

#### **3. Why don't I see all of my courses?**

Course shells become visible to students after they are activated by the instructor teaching the course. Over 75% of courses are activated at some point during the semester, but the timing is up to the instructor. Students taking section -80 classes should see their courses in Blackboard by the first day of the semester. Students taking traditional classes can ask their instructors if they plan on using Bb during the semester.

Bb support cannot activate courses on behalf of the instructor, so students curious about the whereabouts of a course should contact the professor.

#### **4. Why am I seeing courses from last semester . . . or three years ago?!**

Faculty are responsible for activating and deactivating their Bb course shells. Some keep shells open for students working on an incomplete or as a favor to students preparing for a professional exam.

Bb support cannot de-activate courses on behalf of the instructor, so students curious about the continued presence of a course should contact the professor.