

Transcript: Reorganizing Your Courses in Schoology

0:00 When you log into Schoology and go to your Course Dashboard, you might notice the courses are not in the order you want.

0:06 To reorder your courses, you will want to go to the Courses tab on the red ribbon at the top of the screen.

0:11 A course menu will appear. On the top right-hand corner, click on My Courses.

0:17 Now, on the right-hand side of the screen under Manage Courses, click Reorder Courses.

0:24 When you see this pop-up, drag your courses into the order you want.

0:29 When you are done, click on the X to close the Reorder Courses pop-up.

0:33 Click back into the Courses menu.

0:36 Your courses have been reorganized.