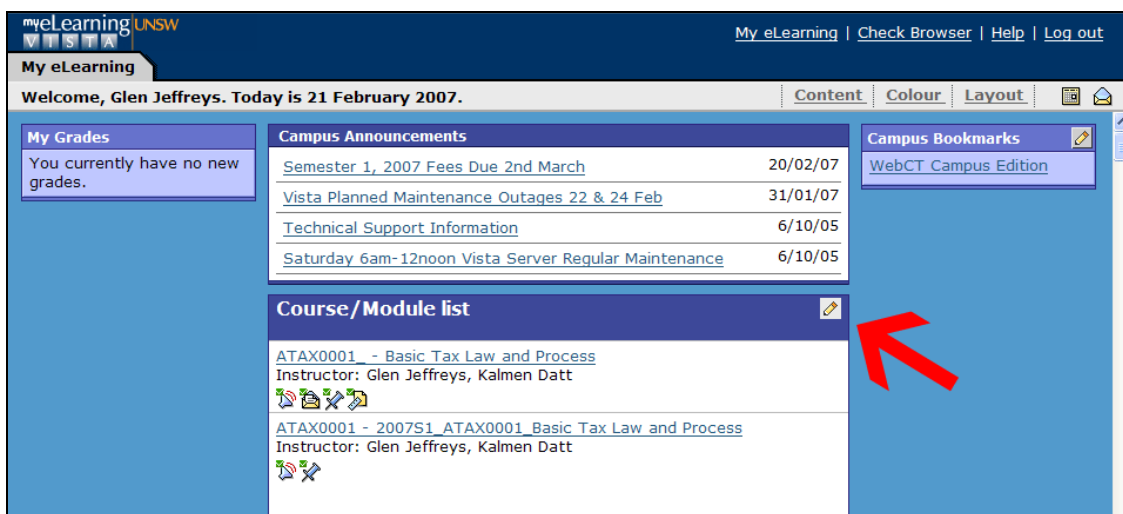


Hiding old or unwanted courses in WebCT Vista

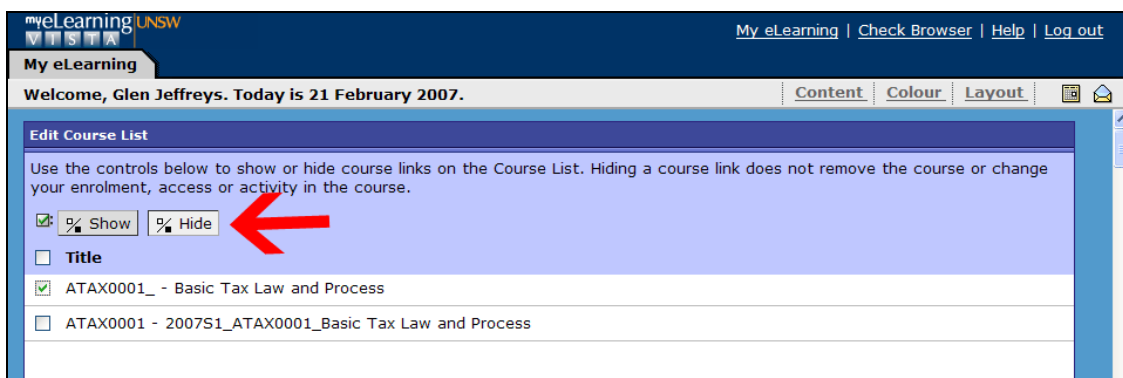
Old or unwanted courses are supposed to be archived by the WebCT Server at the end of each session, but the current UNSW server (as of February 2007) is experiencing difficulties achieving this task. While we're waiting for the problem to be fixed, please follow the steps below to remove unwanted courses.

Step 1 – log into WebCT. In example below, we have two courses - one is an old 'ATAX0001' site, and the other is the new Session 1 2007 ATAX0001 site. To hide the old site, click on the 'Pencil' icon next to the 'Course/Module list' heading.



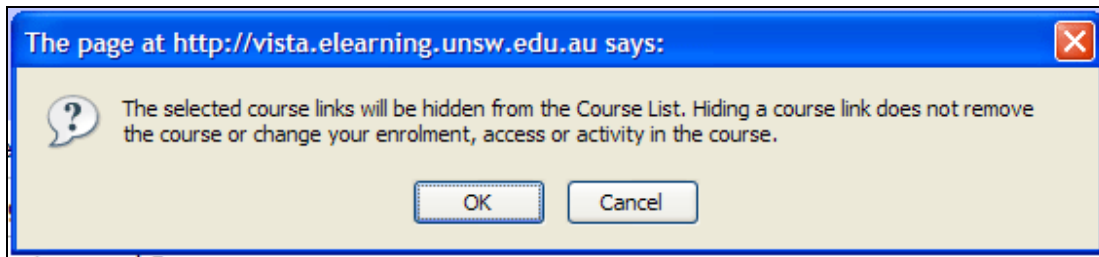
The screenshot shows the myeLearning UNSW interface. The user is logged in as Glen Jeffreys on 21 February 2007. The interface includes a navigation bar with 'Content', 'Colour', and 'Layout' options. The main content area is divided into several sections: 'My Grades' (no new grades), 'Campus Announcements' (fees due, maintenance outages, technical support), and 'Campus Bookmarks' (WebCT Campus Edition). The 'Course/Module list' section contains two entries: 'ATAX0001_ - Basic Tax Law and Process' and 'ATAX0001 - 2007S1_ATAX0001_Basic Tax Law and Process'. A red arrow points to the pencil icon next to the 'Course/Module list' heading.

Step 2 – the following screen will load, giving you a list of your sites. Select the site(s) you wish to hide by clicking in the check-box to the left of each course name. Then, click the 'Hide' button at the top of the screen.



The screenshot shows the 'Edit Course List' interface. The user is prompted to use controls to show or hide course links. The interface includes a 'Title' section with two checkboxes: 'ATAX0001_ - Basic Tax Law and Process' (checked) and 'ATAX0001 - 2007S1_ATAX0001_Basic Tax Law and Process' (unchecked). A red arrow points to the 'Hide' button in the 'Show/Hide' section.

Step 3 – a warning message will pop up. Click ‘OK’.



Step 4 – go back to you ‘My eLearning’ list (the link is in the top-right of screen). The unwanted course(s) should be hidden from view. Underneath the ‘Course/Module list’ heading you will now notice that it says ‘Number of Hidden Course Links: 1’.

myeLearning LNSW My eLearning | Check Browser | Help | Log out

My eLearning

Welcome, Glen Jeffreys. Today is 21 February 2007. Content Colour Layout

My Grades
You currently have no new grades.

Campus Announcements

Semester 1, 2007 Fees Due 2nd March	20/02/07
Vista Planned Maintenance Outages 22 & 24 Feb	31/01/07
Technical Support Information	6/10/05
Saturday 6am-12noon Vista Server Regular Maintenance	6/10/05

Campus Bookmarks
[WebCT Campus Edition](#)

Course/Module list
Number of Hidden Course Links: 1

[ATAX0001 - 2007S1_ATAX0001_Basic Tax Law and Process](#)
Instructor: Glen Jeffreys, Kalmen Datt

If you would like to access the old sites ever again, simply repeat the process, but select the ‘Show’ button in step 2.