CITS | Instructional Development

Checking the Course Calendar

This tutorial explains how to access the myCourses calendar to review due dates for course activities.

Step 1:
Students can view the Calendar from two different places in myCourses:

Option One:
Click your name in the top-right corner of myCourses and then click on the **calendar icon**.
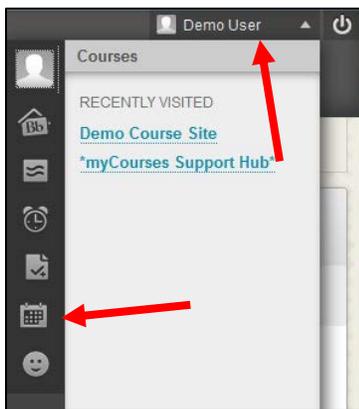
Option Two:
Click the "**Calendar**" link on the course menu of a myCourse site.

Step 2:
On the calendar page, you will see a grid view of the current month with due dates appearing on some of the days. Click on a calendar entry to view more information about it. If that calendar entry is a due date, you can click "**Go to this…**" to learn more about it.

You change which course calendars are appearing by checking or un-checking the name of a course along the left side of the page.