How to...Remove Course Notifications

ILLINOIS VIRTUAL SCHOOL

If you are still receiving notifications from an IVS course that you completed, you must edit your Profile settings within the course system to exclude the course from notifications. To do this:

Step 1: Log into course system at https://d2l.ilvirtual.org using your IVS username and password.

Step 2: Locate your **Profile** area in the very top right corner and click on your name

Step 3: Select **Notifications** from the menu that appears

Step 4: Scroll down to the very bottom of this window and click "**Manage my course exclusions**" in the **Exclude Some Courses** area

Step 5: Click the **X icon** to the right of the course you want to exclude or no longer receive notifications.

*Note: You can select all courses at once with the **Exclude All Courses** button. Only use this if you are no longer enrolled in any courses.*

Click the **Close** button.

Step 6: The course (or courses) you want to exclude should now be listed under the **Exclude Some Courses** area.

Click the **Save** button.