1. Click **Display Courses** on the left menu.

2. Select your subunit and the term and click **Show**.

4. Click the **Course Name** header to alphabetize the list. Find the course that you want to edit and click the green pencil on that line.

5. Click the down arrow to the left of the **Add** button and select the second instructor.

6. Click **Add**.

7. Click **Okay**.