Add or Remove Users

To add or remove users from your class go to Control Panel → Users and Groups → Users

Click on “Find Users to Enroll”

On this Add Enrollment page you can simply type their username if you know it and click Submit. A student’s username is usually their first initial, part of their last name and a number.

If you do not know their username then click the Browse… button to search for users. Once you’ve found them assign a role for them and click Submit.