Classlist

Add Participants
1. In the course navbar, click Communications.
2. Click Classlist.
3. Click Add Participants, then “Add existing users.”

4. Search by @wisc.edu email or their name.

Roles
Here are the top 4 roles when adding someone to your course:

- Instructor: Instructors have administrative control over the entire course.

- Student: A "Student" has participation-only access to the course (no administrative control). Adding a student does not officially enroll them in the class. Students must still enroll with the online registration system to be officially enrolled in the class. Student enrollment (drop/adds) in the classlist is updated each night.

- TA-Grader: Anyone assigned to this role can grade quizzes and enter grades in the gradebook. They are restricted to view-only access in other parts of the course.

- Visitor-Auditor: Anyone assigned this role can view basic tools, such as Content and Quizzes, and can participate in Discussions. The Visitor-Auditor role is restricted to view-only access in other parts of the course.

For more information on roles see: https://kb.wisc.edu/helpdesk/page.php?id=3182

Navbar

Changing Links
You can customize your course navbar if you choose. It should contain links your course participants need to complete course work.
1. In the course navbar, click Course Admin. From the dropdown menu, choose Edit Course
2. Click Navigation and Themes.
3. Choose the name of the active navbar you’d like to use and click Apply.
4. Search by @wisc.edu email or their name.

5. Click Add Links in the area you want to add the specific tool to.

NOTE: Remove tools from the navbar if you don’t plan to use them in your course.