ACADEMIC TECHNOLOGIES (ITS)

Work toward greatness.

TUTORIAL

SELF ENROLL-GROUPS

Self-enrollment Groups allows students to use a sign-up sheet in order to join a Group themselves. If the number of enrolled students reaches the maximum number allowed, the sign-up sheet will be closed.

1. In your Course Management area, click Users and Groups. Click Groups.



2. Click **Create** and then click **Self-Enroll.**



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3. Name your group and add a maximum number of members if desired. Be sure to click **Submit** when finished.

SIGN-UP OPTIONS	
V. News of Circum Chester	
- Name of Sign-up Sheet	
Sign-up Sheet Instructions	
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Maximum Number of Members	
Allow students to see names of other members in a group before they sign up.	
Show Members	
The sign-up sheet can appear on the groups listing page or be added as a link from other areas, such as a content area, content folder	, learning module, or
lesson plan. You can apply adaptive release rules to the content page link, which provides the ability to limit the availability of the sig	n-up sheet.
🕼 Allow students to sign-up from the groups listing page.	
Create smart view for this group	
Click Submit to proceed. Click Cancel to go back.	
Car	icel Submit