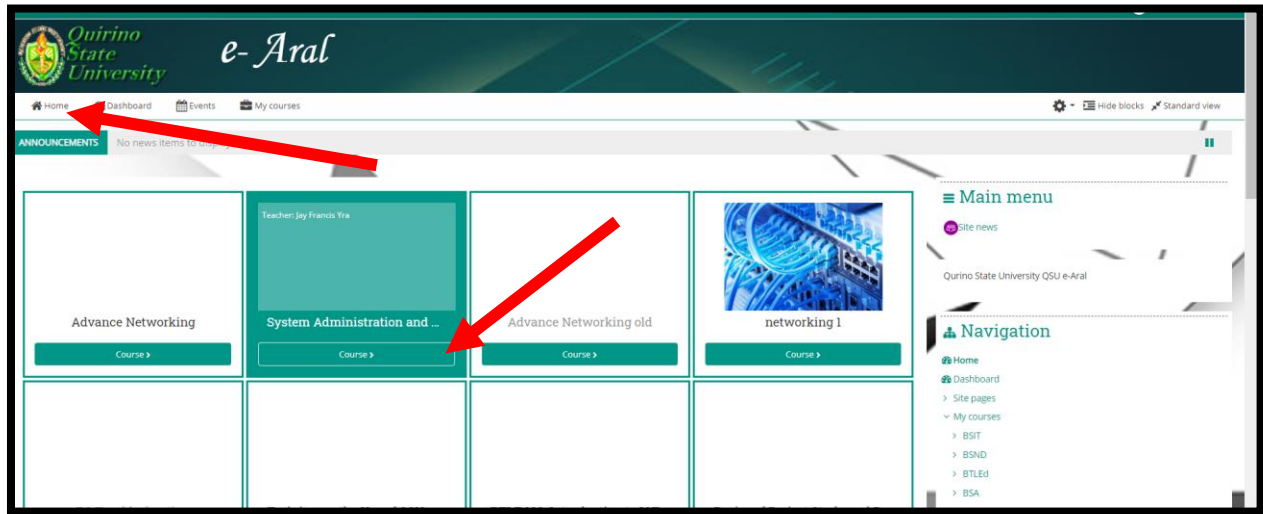
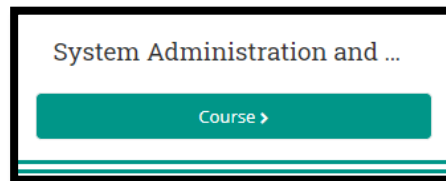


How to Enrol students in the course?

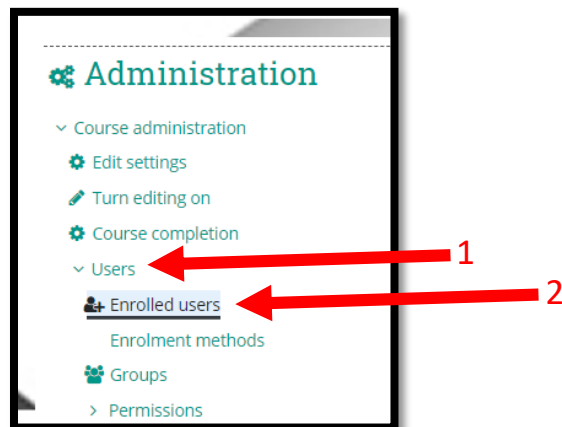
1. Go to **Home** page, and locate the course where students will be enrolled.



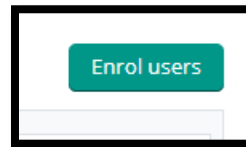
2. Select the subject and click **Course**.



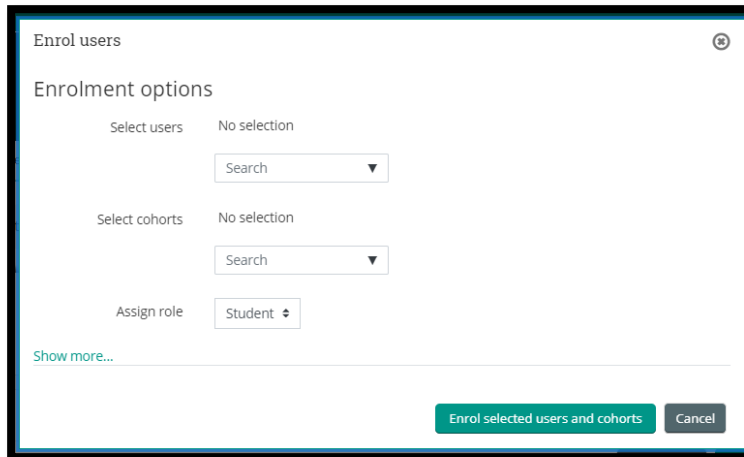
3. Go to **Administration** block, click **Users > Enrolled users**



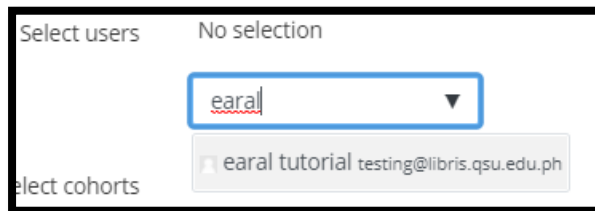
- Click on **enrol users**



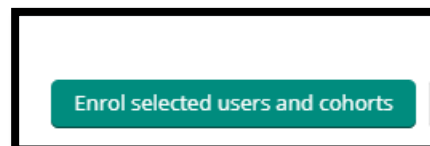
- A new window will be shown.

A screenshot of the "Enrol users" window. It has a title bar "Enrol users" and a close button. The main content area is titled "Enrolment options" and contains three sections: "Select users" with a "No selection" status and a search dropdown; "Select cohorts" with a "No selection" status and a search dropdown; and "Assign role" with a dropdown menu set to "Student". Below these is a "Show more..." link. At the bottom right are two buttons: "Enrol selected users and cohorts" (green) and "Cancel" (grey).

- Search the name or your students in the **Select Users Tab**, and then select the name of the student to be enrolled.

A close-up of the "Select users" section. The search dropdown is open, showing a list of results. The first result is "earal tutorial testing@libris.qsu.edu.ph". The search input field contains the text "earal".

- Click **Enrol selected users and cohorts**.



- You can enrol multiple students just search and select students (from step 6).