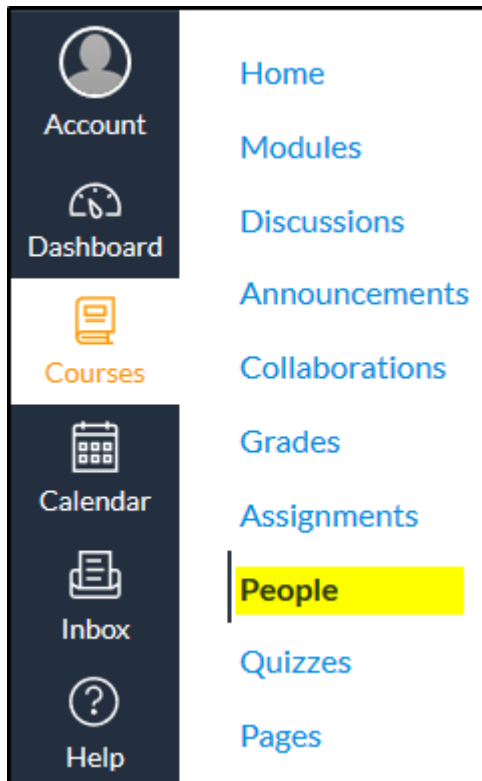


Adding Students

NOTE: Invitation emails are only sent to students after the course start date.

Navigate to the course and select **People** from the left navigation.



Click **+People**



Type or paste a list of student email addresses separated by a comma. Add no more than 150 students each time.

Example: lsmith@myschool.edu, mfooster@myschool.edu

alice@example.com, bob@example.com

Leave the **Role** as **Student** and leave the **Section** with the default value.

Role	Section
Student	Clone ADAv1 1

Do not check the box for **Can interact with users in their section only**

Click **Next**

Students are prompted to add their **Name** when they login for the first time. Optionally, you can add a name for each student.

Select each row (or click the select-all box).

Add People

!

We were unable to find matches below. Select any you would like to create as new users. Unselected will be skipped at this time.

<input checked="" type="checkbox"/>	Name	Email Address
<input checked="" type="checkbox"/>	Alice Smith	alice@example.com
<input checked="" type="checkbox"/>	Bob Smith	bob@example.com

Cancel

Back

Next

Click **Add Users**

Add People

✓

The following users are ready to be added to the course.





Name	Email Address	Login ID	SIS ID	Institution
Alice Smith	alice@example.com			AWS Academy
Bob Smith	bob@example.com			AWS Academy

Cancel

Start Over

Add Users

The new student appears in the **People** list with a pending label.

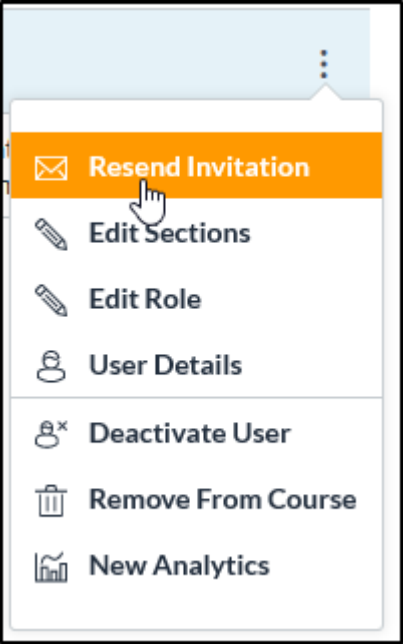
Name	Login ID	SIS ID	Section	Role	Last Activity	Total Activity
 [Name]	[Login ID]		Clone ADAv1 1	Teacher	Feb 4 at 8:51am	02:48:52
 [Name]	[Login ID]		Clone ADAv1 1	Student	Feb 4 at 8:52am	42:06
 ADA Student2 pending			Clone ADAv1 1	Student		
 [Name]	[Login ID]		Clone ADAv1 1	Teacher	Feb 4 at 9:11am	29:05

Re-sending Invitations

Navigate to the course and select **People** from the left navigation.

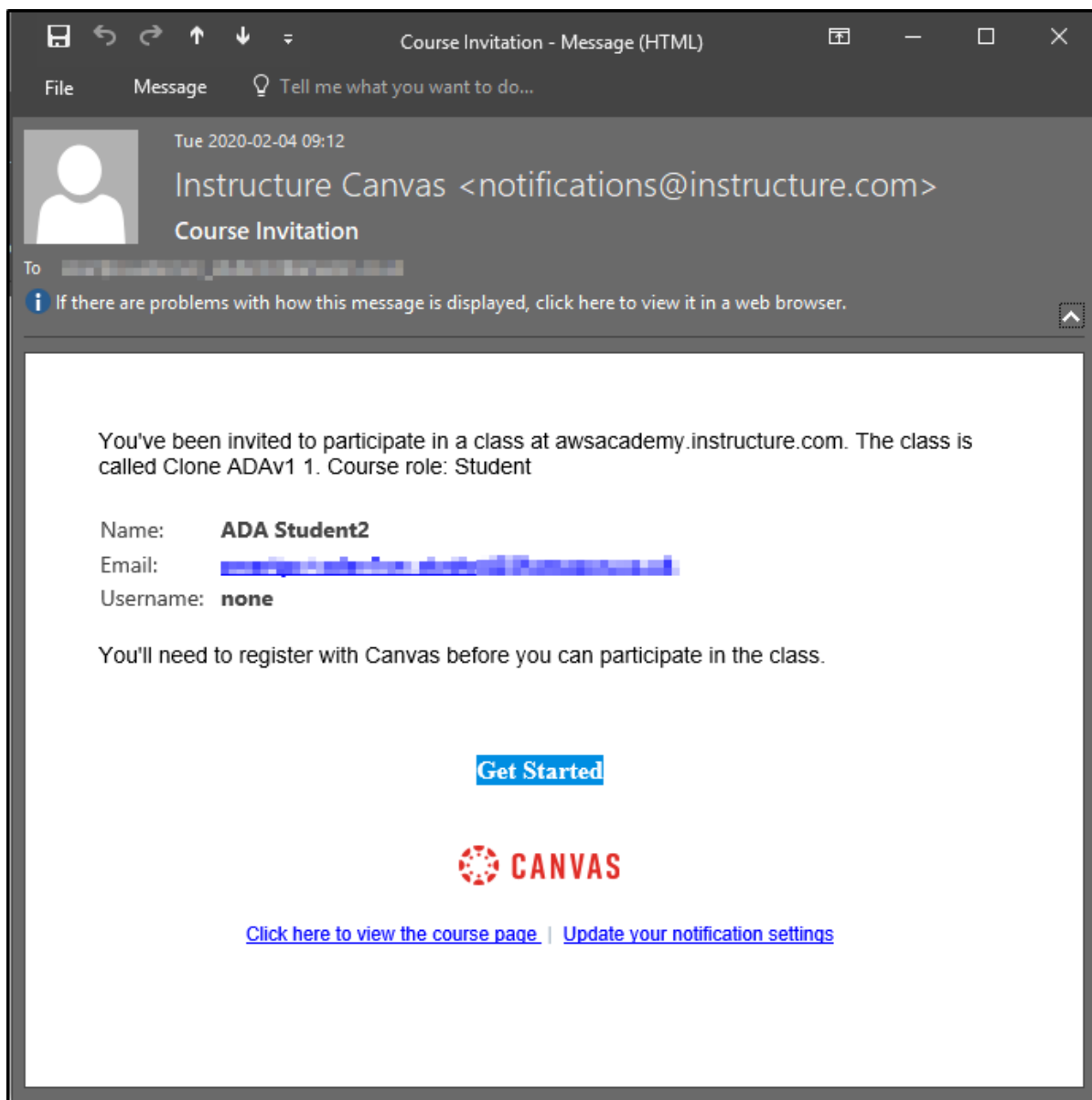
In the table of students, click the three dots on the right end of the row.

Click **Resend Invitation**



Student Email

The student receives an email invitation from *notifications@instructure.com* to join the class.



The student clicks **Get Started** to complete account creation.