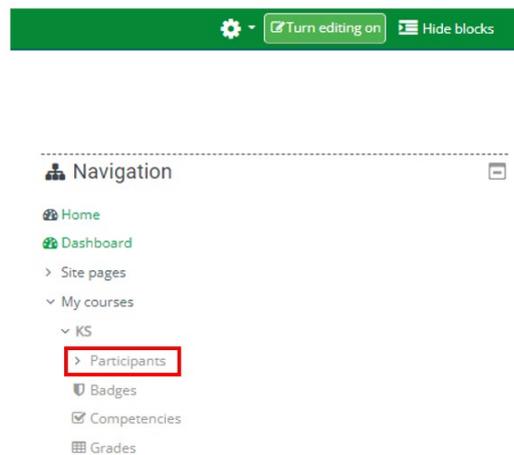
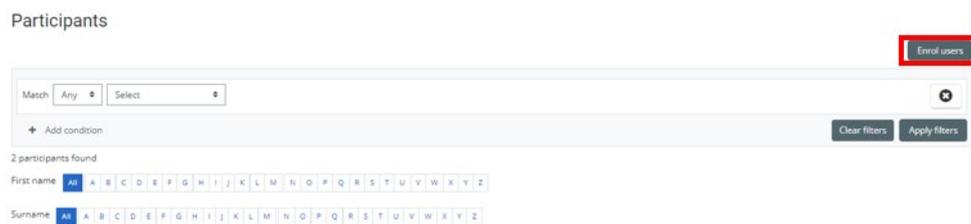


HOW TO ADD TEACHERS, NON-EDITING TEACHERS OR COURSE ADMINISTRATORS

1. Go to the course. In the navigation bar on the right, select **Participants**



2. You will see the following screen. Click **Enrol Users**



- Please ensure the user you are attempting to enrol in your course has logged onto learn 2023, before attempting to enrol them. Enter the username OR email address OR staff/student number. Once the search is complete, select the user you wish to add.

Enrol users ⊗

Enrolment options

Select users No selection

Assign role Student

[Show more...](#)

- Click on the **Assign Role** drop-down arrow and select the role that applies

Enrol users ⊗

Enrolment options

Select users No selection

Assign role Student

[Show more...](#)

- Click **Enrol selected users**