Viewing Student Enrollments

Instructors may also view all enrollees in a course through the Users link. This view provides:

- a search bar to search for enrollees in large classes
- a contextual menu for each user, allowing an Instructor to change users’ roles and availability
- thumbnail photos of enrollees (if the enrollees have uploaded profile photos)

1. Log into Blackboard, and select your course.
2. Under the Control Panel, expand Users and Groups, and select Users.

![Course Management Panel]

3. A complete list of users appears with names, roles, and availability status.

Listing All Users

1. If the list appears incomplete, you may have conducted a user search recently. To unfilter a list of enrollees on a course’s Users page, click open the second drop-down menu in the Search pane, select Not Blank, and then click the Go button.
2. This will list all the students in the course. (NOTE: Instructors do not have the Remove Users from Course button shown below.)