

Self-enrollment into a module

Overview:

This guide will show you how to set up the module page so that users can be enrolled into modules themselves by an enrollment key.

What to know:

In response to many requests from ICE users regarding students being able to audit module areas, ICE now can support student self-enrollment where the module teacher chooses to provide a key to such students. It allows users to enrol themselves through typing in an enrollment key of the module.

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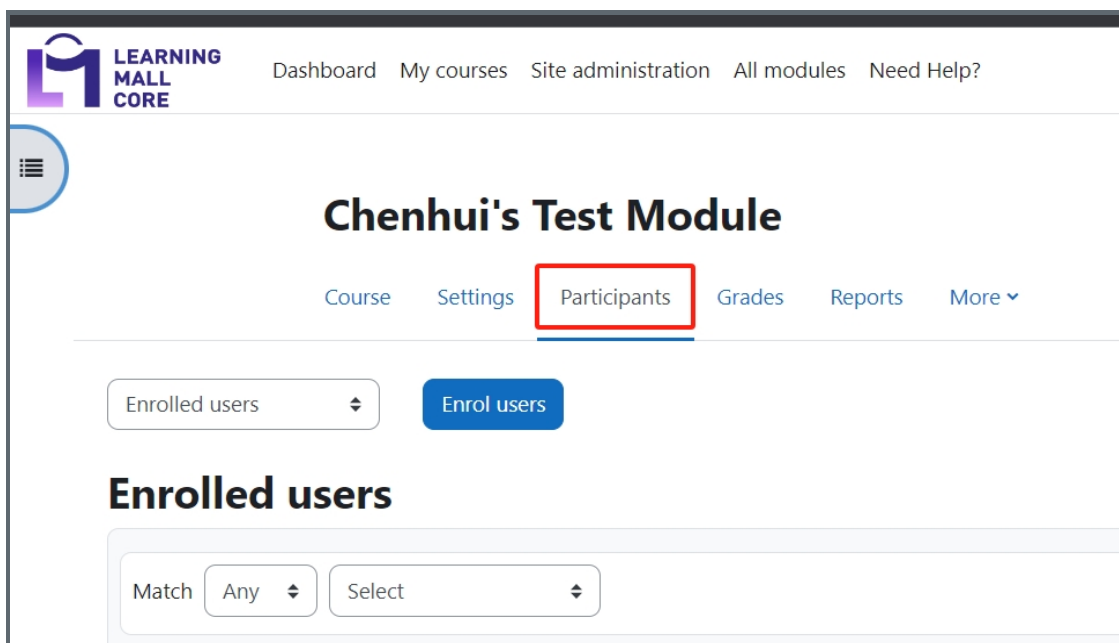
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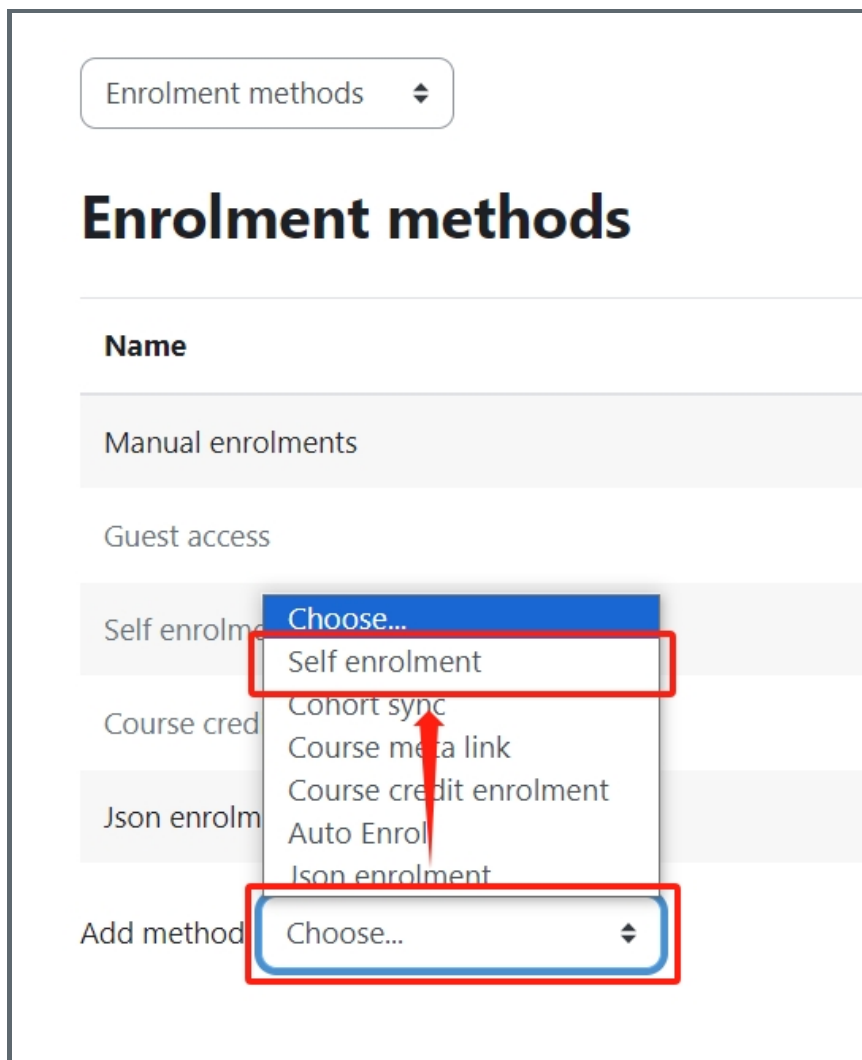
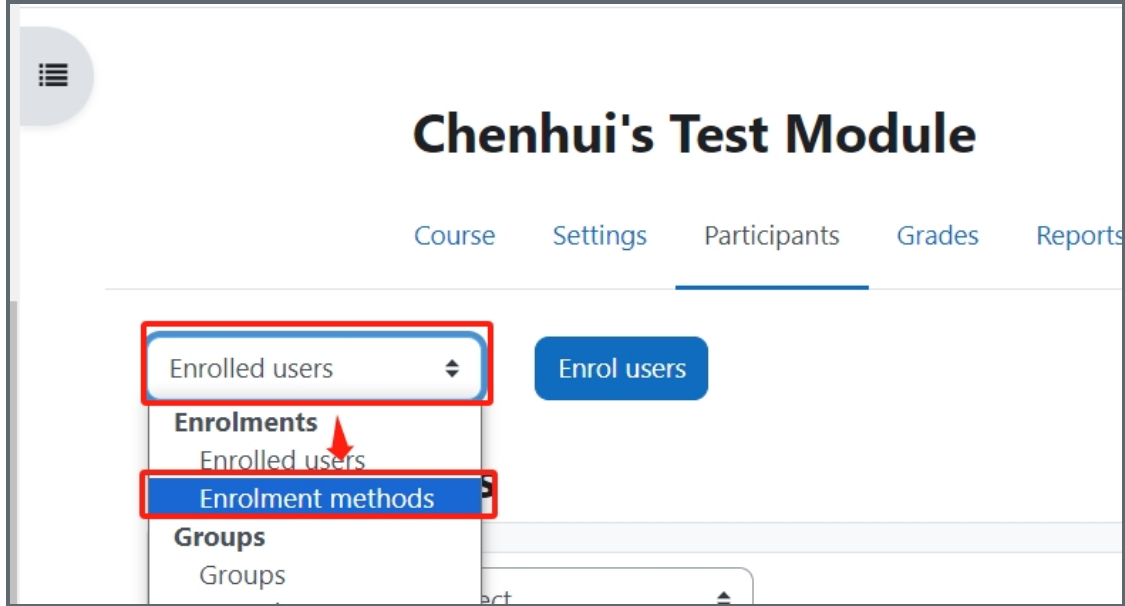
Step 1: Open the 'Participants' tab

1. Access to the course page.
2. As the below screenshot shows, click "Participants" on the course-level menu.



Step 2: Open 'Self enrolment'

1. Click "Enrolled Users" and click the "Enrolment methods" link.
2. On the new page, click "Choose" and then click "Self enrolment"



Step 3: Copy the enrolment key of the Self-enrollment method

1. On the "Self enrolment" setting, you can input a "Custom instance name".
2. Click on the eye icon beside the "Enrolment key" option and input a key.
3. Copy the revealed key and share it with the external users. Make sure the "Default assigned role" is Guest.
4. Then, click "Add method" to finish.

Self enrolment

Self enrolment

Custom instance name

Self enrolment (Guest)

Keep current self enrolments active

Yes

Allow new self enrolments

Yes

Enrolment key

.....

Use group enrolment keys

No

Default assigned role

Guest

Enrolment duration

0

days

Enable

Notify before enrolment expires

No

Add method

Cancel

Step 4: Change self-enrollment key

If you want to change the key/password of self-enrollment, you can click the pencil icon and change the key there.

active

Allow new self enrolments

Yes

Enrolment key

.....

Use group enrolment keys

No

Online URL: <https://knowledgebase.xjtlu.edu.cn/article/self-enrollment-into-a-module-40.html>