

Working with your Class Roster

Displaying a list of currently enrolled students

In the new Blackboard there have been many changes to the management of the course. Management functions are now accessed through the Course Management menu located below the course menu.

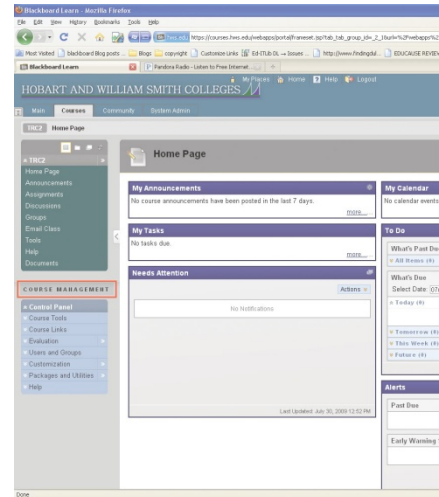
There are two options for displaying the users in your course.

[Displaying using the Grade Center](#)

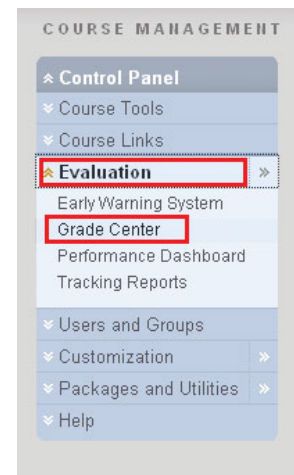
[Displaying using the Users Interface](#)

Display Using the Grade Center

1. On the course page, go to **Course Management Section**

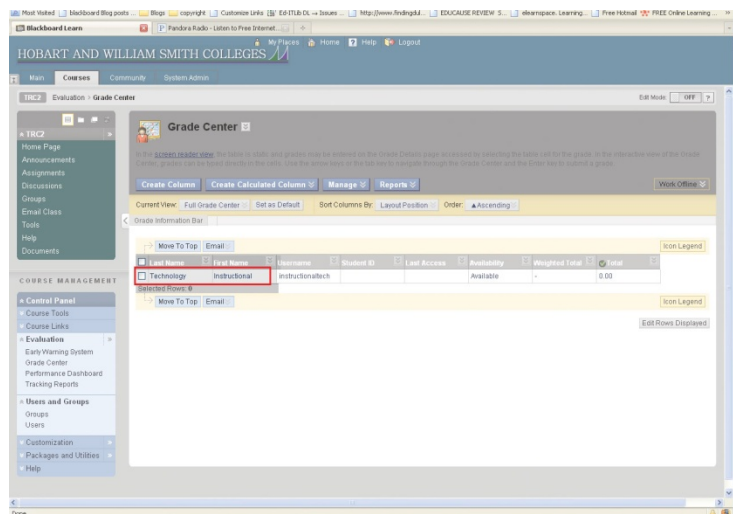


2. Under Course Management, click **Evaluation**
3. In the Evaluation drop down, click the **Grade Center**



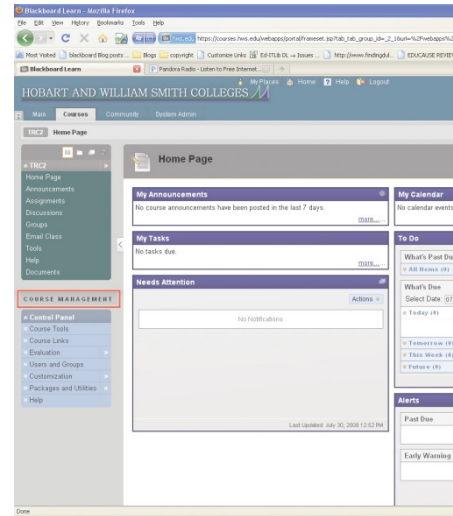
4. A list of student users should now be displayed in the Grade Center

Note: This is an example only multiple student users will be displayed.



Display Using the User Interface

1. On the course page, go to **Course Management**



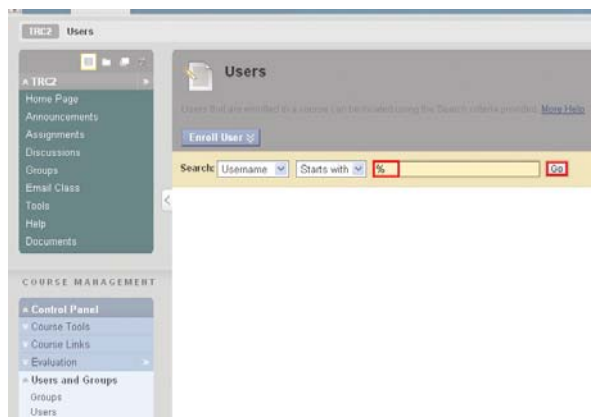
2. Under Course Management, click **Users and Groups**



3. In the Users and Groups drop down, click the **Users**

4. In the Users screen, in the text box type a **% sign**

Note: The % sign is a “wildcard” character for searching the database that contains the student users for the course



5. Click **Go**

6. A list of your users for the course should now be displayed

