

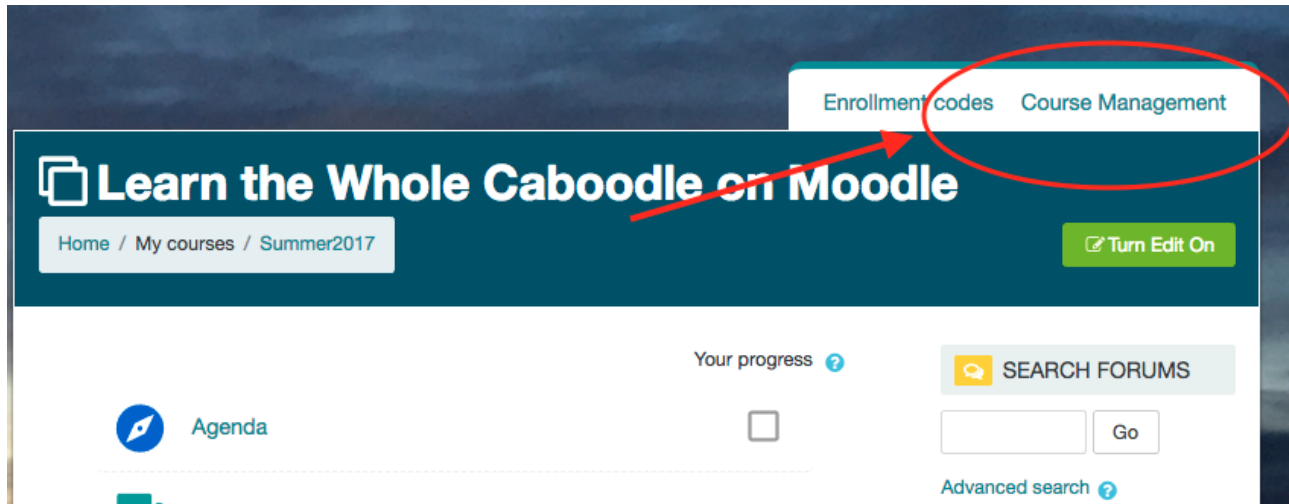
Adding a Non-Editing Teacher to Your Course

Often times, a teacher may want to add another teacher to his/her class so that assignments, work submitted, and grades can be viewed but content cannot be changed. This can be done through enrolling the individual as a non-editing teacher. This feature is commonly used to grant course access to special education teachers, aides and student teachers that may be working with your students.

The steps for adding a non-editing teacher are listed below:

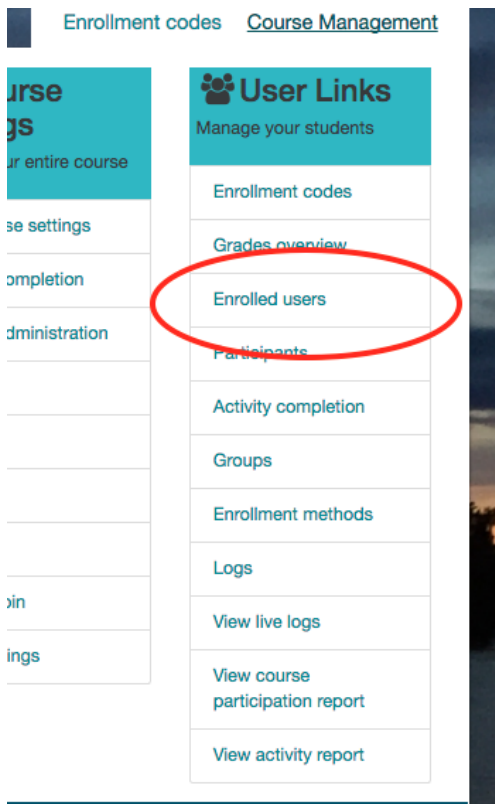
Step 1:

Select **Course Management** while in your course



Step 2:

Select **Enrolled Users**




Step 3:

Select **Enroll Users**

Enrolled users

Search Enrollment methods

Role Group Status



Step 4:

Set role to **Non-editing teacher** and then search for the user by name. Once they are found, select **Enroll**.

Assign roles

Non-editing teacher ↕

▶ Enrollment options

mark nordin

Search

1 user found



Mark Nordin
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Enroll