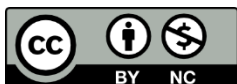


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TIPS #1

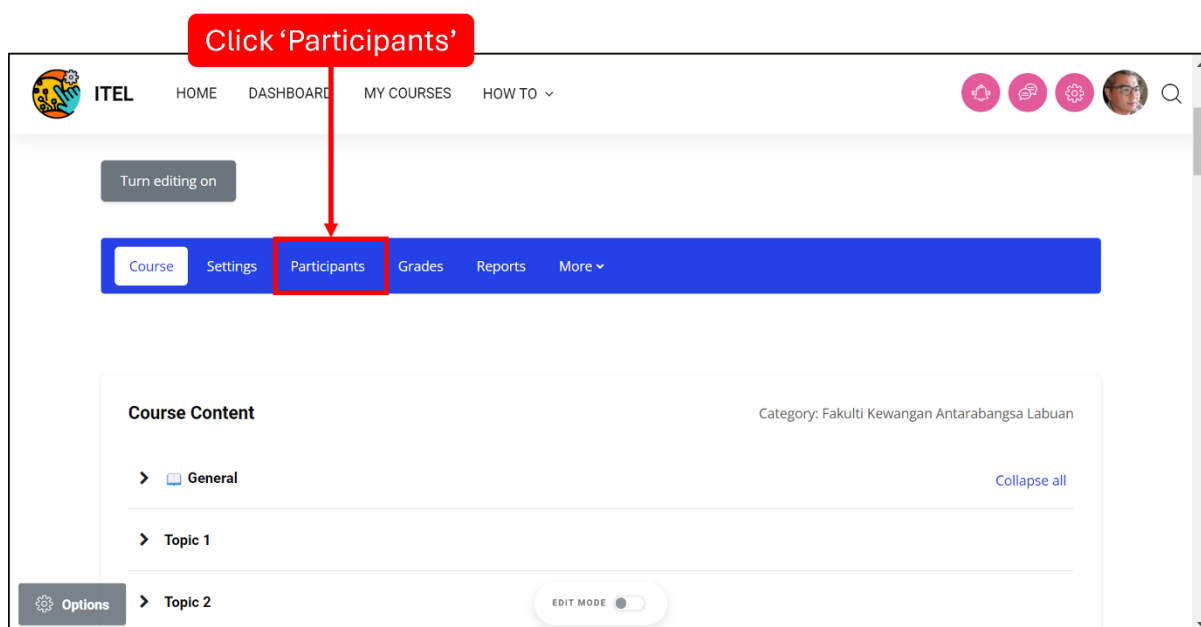
Enrolment Key



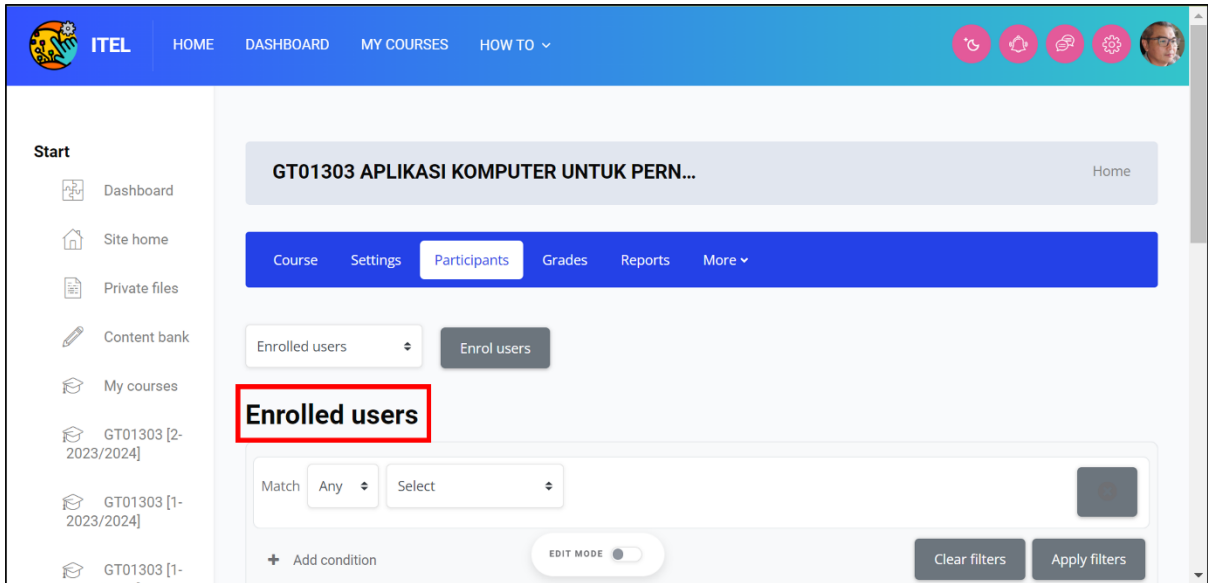
ITEL@UMS TIPS #1 Enrolment Key © 2024 by Md Hafizi Ahsan is licensed under CC BY-NC 4.0

If you want to restrict only designated students to enrol your course, use a course enrolment key. By default, this setting is not set and thus, anyone can enrol themselves into your course.

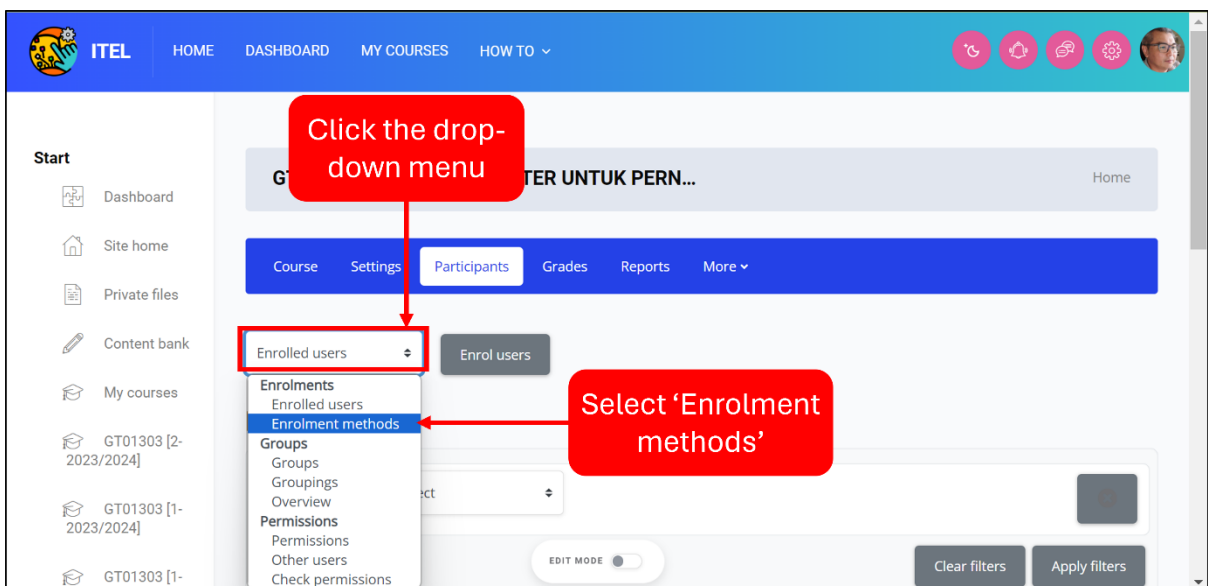
Follow the steps below.



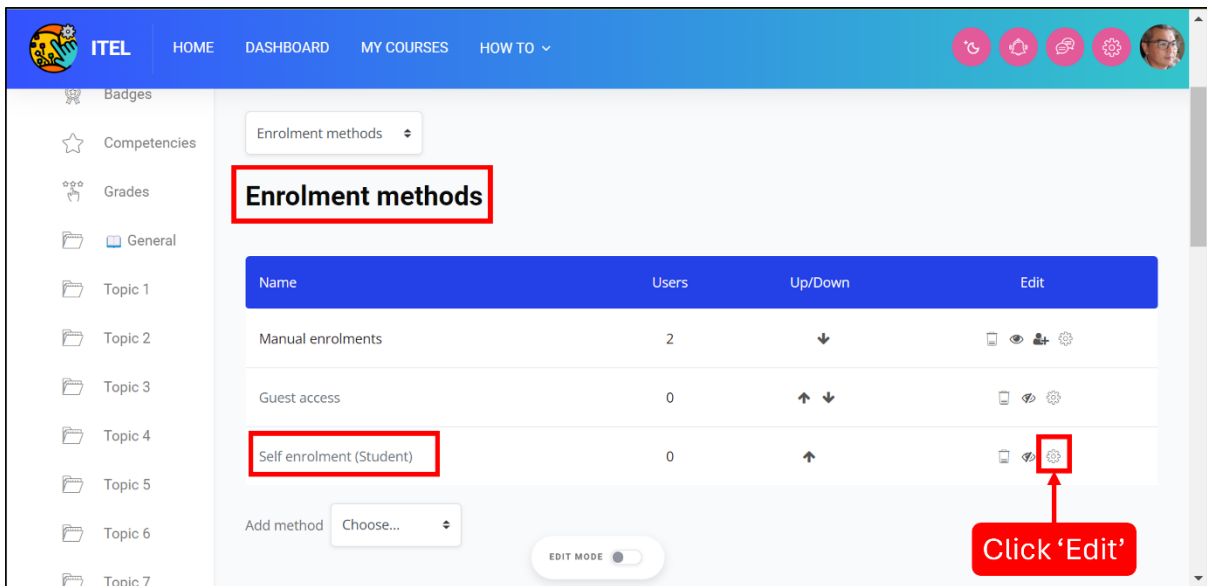
STEP 1: On the course front page, click 'Participants'.



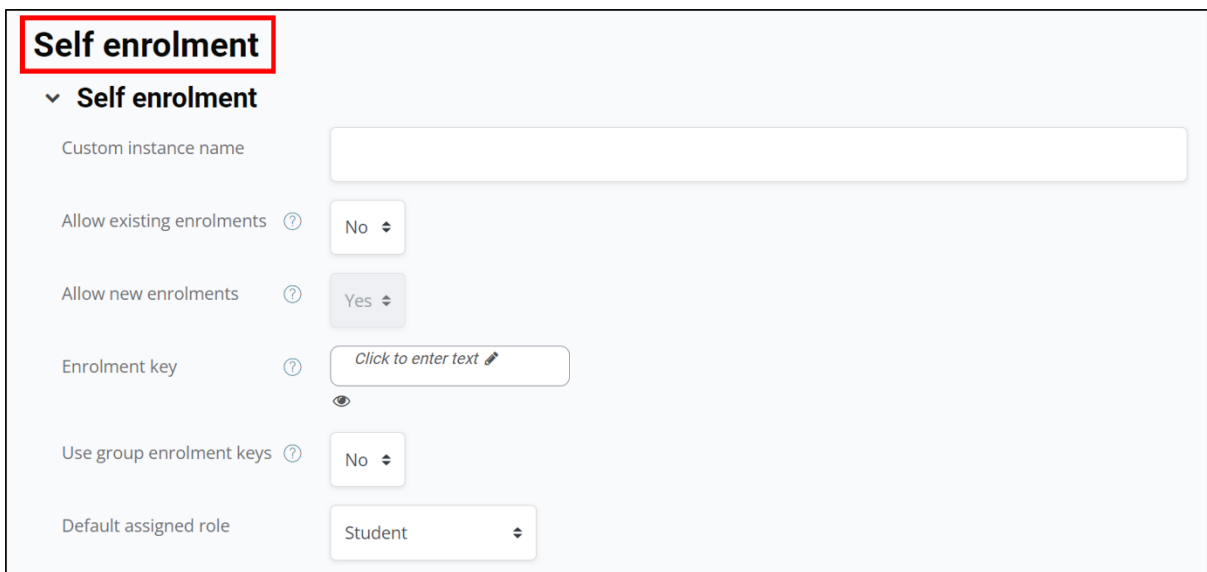
STEP 2: A page called 'Enrolled users' appears.



STEP 3: On the "Enrolled users' page, click the drop-down menu and select "Enrolment methods'.



STEP 4: A page called 'Enrolment methods' appears. On this page, find 'Self enrolment (Student)' and click its 'Edit' button.



STEP 5: The setting page of 'Self enrolment'.

Self enrolment

▼ Self enrolment

Custom instance name

Allow existing enrolments

Allow new enrolments

Enrolment key

Press enter to save changes

Use group enrolment keys

Default assigned role

Create your own enrolment key by typing it here.

You can click the 'Eye' icon to see your enrolment key

After typing the key, press Enter to save changes

STEP 6: At the enrolment key section, type your own enrolment key in the text area provided. You can click the 'Eye' icon to show your key. After typing the key, press Enter to save changes. The new students who will enrol your course should be informed this enrolment key that you have created.

Send course welcome message

Custom welcome message

Click 'Save changes'

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STEP 6: You can leave other settings intact. Then, scroll down until the end of page and click the 'Save changes' button.

That's all you need to do for the enrolment key.

STEP 7: Click 'Course' on the menu bar at the top screen to go back to the course front page.

Your new students will need to type the enrolment key you have created to enrol your course. This can prevent accidental enrolment by other students. See the *Figure* below.

The screenshot shows the 'Enrolment options' page for a course. At the top, a green box labeled 'Student View' is positioned above the page title. The page title is 'Enrolment options'. Below the title, the teacher's name is listed as 'Teacher: MD HAFIZI BIN AHSAN @ MISKAM Encik'. The course code and name are 'GT01303 APLIKASI KOMPUTER UNTUK PERNIAGAAN [1-2022/2023]'. A search icon and the number '1' are also visible. The main section is titled 'Self enrolment (Student)'. It contains an 'Enrolment key' input field. A red box with the text 'Type enrolment key here' has an arrow pointing to the input field. Below the input field is an 'Enrol me' button. A red box with the text 'Click 'Enrol me'' has an arrow pointing to the button.

You're awesome! 😊👍