Moodle: Enroll or unenroll participants

Everything you need to know about enrolling and unenrolling participants in Moodle courses.

Before you start, you may need the following:

- a teacher role in a Bryn Mawr Moodle course (i.e., Instructor of record, Other editing teacher, Non-editing teacher)

Automatic enrollment through Bionic

Bionic automatically enrolls students and instructors in the Moodle courses sites for academic courses.

- Instructors assigned to a Bionic course are enrolled as Instructor of records in its Moodle course.
- Students who register for a course in Bionic, are enrolled as a Registered student in its Moodle course. If they drop the course in Bionic, they are removed from the Moodle course participants list.

Manually enroll participants

An Instructor of Record or Other editing teacher can manually enroll others in Moodle courses. This is the only way to add TAs and additional instructors to an academic course, and it can be used to give a student access to a Moodle course while registration is being finalized.

Manually remove participants

An Instructor of Record or Other editing teacher can manually remove participants from a Moodle course.
Bulk and self-enrollment options

Manual enrollment works best if you need to enroll a few people at a time. If you need to enroll many participants in a non-academic course, bulk enrollment or self-enrollment can help.

Questions?

If you have any additional questions or problems, don't hesitate to reach out to the Help Desk!

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