**Friday April 3 CL and Other Quick Tips**

- The Roster tool displays 1 of 2 icons preceding each participant’s name: 👥 (the student is visible to other participants in the Roster and “send to” list in Messages) or 🧑‍🎓 (the student has invoked his/her FERPA rights and is not visible to peers in the course). Instructors can see this name in the lists. The hidden student can initiate communication, but others are unable to initiate communication with that person.

- Those with authoring rights can view official “JagTag” photos of participants through the Roster’s Pictures function. Note that there is some delay in the two systems (Oncourse and JagTag) “talking” to one another, so those with new IDs may not display an official photo.

- All participants can view images in the Roster that have been added to a personal Profile and made public.

- Print either of the photo arrays by screen or in a single column.

- View group memberships, including those who are unassigned to a group, through the Roster’s Group Membership function. Select “By Group” in the View drop down option.

- Export the Group Members page or Roster to a CSV spreadsheet or Print by clicking on the buttons in the upper right corner.

Cindy.

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