View Student Roster in a Blackboard Course

To view a student roster for your Blackboard course, you will use the steps below:

1. Under Control Panel, Course Tools, click Manage Users.

2. Click on List/Modify Users on the Manage Users page.
3. On the **Unfiltered List** page, all users in the course are listed.

4. The **Unfiltered List** page displays all users in the course regardless of their course role. Use the **Options** button to add/change the roles and fields that are displayed. Use the list controls Change Role and Enrolment Status shown in highlighted yellow to change a user’s role or enrollment status. Instructors are no longer able to remove users.

**ADDITONAL NOTE:**

If you also want students in your course to know the name of classmates enrolled in the same class, you can add a Tool Link to your course menu.

1. Click the “+” sign and select **Create Tool Link**.
2. In the **Add Tool Link** dialog box, enter Class Roster or any title you think appropriate in the **Name:** textbox area and select **Roster** from the drop down list **Type:**. Click the checkbox **Available to Users** and click **Submit**.

3. Students will only see their classmates’ name in the class roster display.