

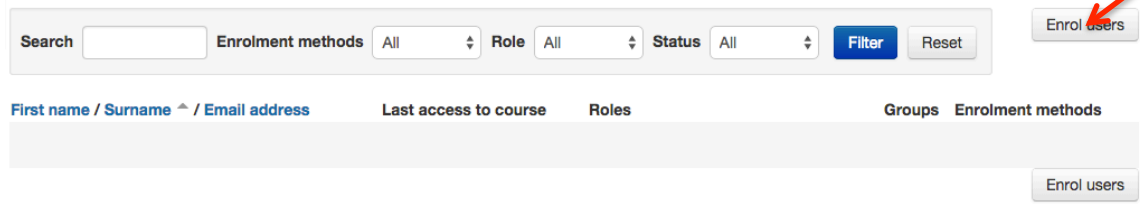
HOW TO ENROL STUDENTS BY COHORT IN A MOODLE COURSE

(This can be done by anyone with the role of 'Teacher' in the course or 'Principal' in the category)

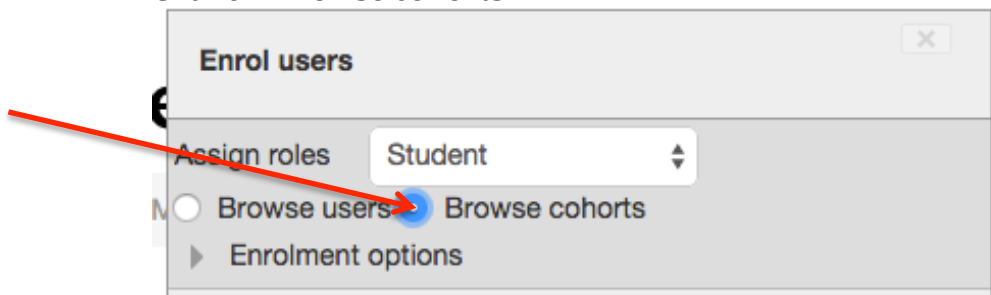
1. **Open the course** in which you want to enroll students
2. Navigate to:
 - Administration > Course administration > Users > **Enrolled users**



3. Click on button 'Enrol Users' (on right-hand side of page)



4. This takes you to the site directory.
Click on 'Browse cohorts':



5. From the list, **find the particular cohort** of users you wish to enrol in your course > Click the 'Enrol (xx) users' button
6. Finally, click on the button '**Finish enrolling users**'

