

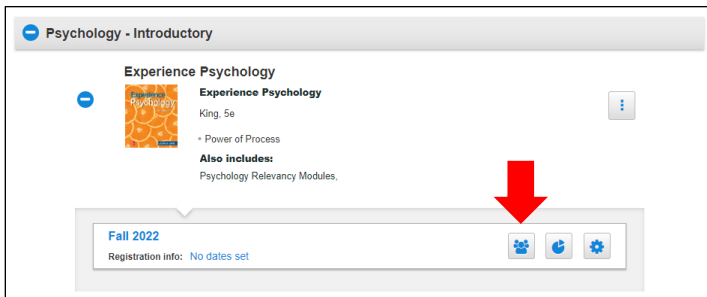
Managing the Roster (Classic Experience)

Video Walkthrough: [CLICK TO VIEW](#)

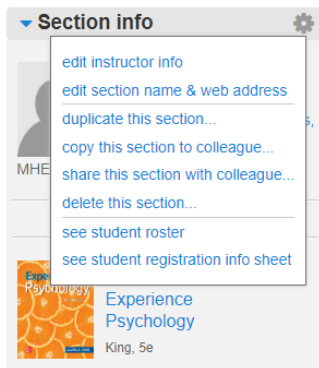


Locating Your Roster

Viewing your Connect roster will provide important information about the status of your students. There are two places to locate your roster. From your [My Courses page](#), locate the desired section and click on the people icon.



From your section home page, locate the Section Info box on the right side of the page. Click on the gear icon. Click **See Student Roster**.



Roster Columns

There are three important columns on the roster:

- Account Status
- Extensions
- Single Sign-On

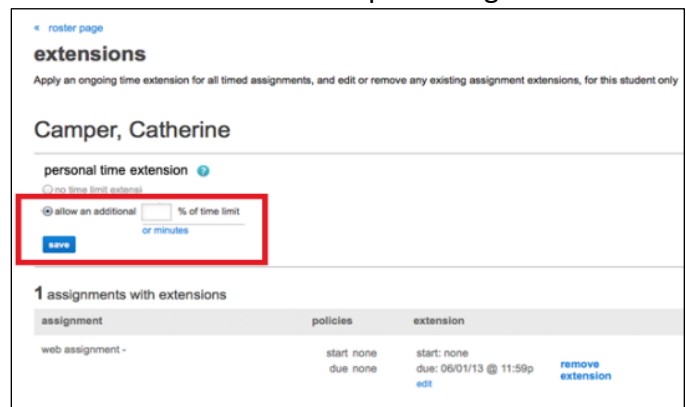
Account Status

Account Status indicates if their Connect access is:

- Active, which shows “licensed.”
- Inactive, which shows “license expired.”
- Temporary, which allows the student to use Connect without purchase for 14 days.

Extensions

The Extensions column allows you to create an ADA multiplier for select students to ensure they have the properly allotted timeframe to complete assignments in accordance with ADA standards. When creating the multiplier, it will apply to ALL assignments for that student. The extension may be set based on minutes or percentage of time.



Extension Indicator

Once the extension has been set, the roster will show a yellow extension icon next to the student’s name.

Missing Students in LMS

The last column is critical if you use a Learning Management System, such as Blackboard, Brightspace, Canvas, or Moodle. This column indicates if your student is properly linked to Connect from within your LMS course. If a student is properly linked, you will see an LMS icon in this column.

If the icon is missing, your student likely entered Connect directly and NOT through your LMS.

- Remind the student to access Connect FROM your LMS.

The next assignment that is submitted properly by the student will complete the act of pairing. Grades will retroactively fill into the LMS gradebook.