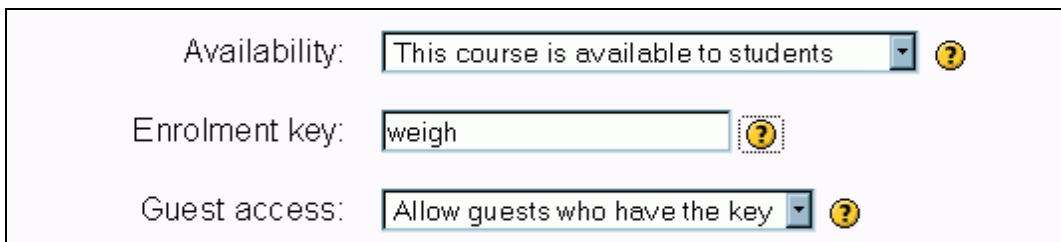


How to Set the Enrollment Key

1. Log in to your Moodle course
2. Under the Administration block, click on the Settings link. (If the Administration block is not visible, click on the closed eyelid to make it not hidden.)



3. Scroll down the page to the section dealing with the enrollment key

A screenshot of the Moodle enrollment key settings form. The form has three rows. The first row is labeled "Availability:" and has a dropdown menu with the text "This course is available to students" and a question mark icon. The second row is labeled "Enrolment key:" and has a text input field containing the word "weigh" and a question mark icon. The third row is labeled "Guest access:" and has a dropdown menu with the text "Allow guests who have the key" and a question mark icon.

4. Set the Availability so the course is available to students
5. Enter a password you want to use as the enrollment key (keep it fairly simple)
6. Set your Guest access to allow guest who have the key
7. Scroll down to the bottom of the page and click on the Save Changes button