Changing the role for a User in HuskyCT

It is not necessary to un-enroll a user to change their role. There is an option to “Change User’s Role in Course” that can be accessed in the list of Users enrolled on the course site.

1. Go To “Users and Groups”

Under Course Management select Users and Groups

NOTE: Only those with the “Instructor” role in a HuskyCT site have the ability to enroll other users.

2. Select “Users”

Under Users and Groups select Users

3. Expand option menu for User needing role change

1. Click on the gray down arrow to the right of the User’s NetID to expand the options menu

2. Click on option “Change User’s Role in Course”
5. Choose Role & Click Submit

Instructor: This role is automatically assigned to individuals designated in PeopleSoft as the instructor of record, but it can also be manually assigned to a user on a HuskyCT site if additional members with the HuskyCT Instructor role are needed. It includes the ability to perform all “Build” and “Teach” tasks. Those with Instructor role cannot un-enroll other Instructors.

Student: This role is automatically assigned to individuals registered for the class in PeopleSoft. Persons in this role can view and interact with whatever has been built into the site and made available. Individuals with Uconn NetIDs can also be manually added to a HuskyCT site in the Student role.

Teaching Assistant: This role includes both “Build” and “Teach” tasks and is essentially the same as the Instructor role with some limitations such not being able to enroll or un-enroll users.

Course Builder: This role includes “Build” capabilities but no access to the Grade Center.

Grader: This role will be automatically assigned to individuals entered into PeopleSoft as a Teaching Assistant for a course. This role provides access to the Grade Center but does not include “Build” capabilities. It can also be manually assigned to a user enrolled in a HuskyCT site.

For assistance, contact the Instructional Resource Center, irchelp@uconn.edu; (860)486-5052