

Course Roles

Overview

Course Roles control access to the content and tools within a Course. Each user is assigned a role for each Course in which they participate. For example, a User with a role of Teaching Assistant in one Course can have a role of Student in another Course.

The Course Role is set when a User is enrolled. It can also be modified after enrollment from the Control Panel.

Course Roles include:

- Course Builder
- Grader
- Guest
- Instructor
- Student
- Teacher's Assistant

	<p>Note: Administrators may modify the privileges associated with different Course Roles. Therefore, all of the privileges listed may not apply. Administrators also have the option to change the names of Course Roles.</p>
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Course Builder

The Course Builder role has access to most areas of the Control Panel. This role is appropriate for a user to manage the Course without having access to Student grades.

	<p>Note: A Course Builder can still access the Course if the Course is unavailable to Students. A Course Builder cannot remove an Instructor from a Course.</p>
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Course Builders have access to the following areas of the Control Panel:

- *Course Information
- *Course Documents
- *Assignments
- *External Links
- *Announcements
- *Course Calendar
- Settings
- Import Course Cartridge
- Import Package
- *Resources
- Course Copy
- Export Course

- *Staff Information
- *Tasks
- *Discussion Boards
- *Send Email
- *Collaboration
- *Digital Drop Box
- Manage Course Menu
- Archive Course
- Recycle Course
- *Manage Tools
- List / Modify Users
- Create User
- Batch Create Users for Course
- Enroll User
- Remove Users from the Course
- *Manage Groups
- *Test Manager
- *Survey Manager
- *Pool Manager

* Settings marked with an asterisk (*) cannot be modified by the Administrator. These privileges will always be available for this Course Role.

Grader

a Grader assists the Instructor in the creation, management, delivery, and grading of Assessments. a Grader also assists the Instructor with managing the Grade Center.

	Note: A Grader cannot access a Course if it is unavailable to Students.
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Graders have access to the following areas of the Control Panel:

- *Announcements
- *Course Calendar
- *Digital Drop Box
- List/Modify Users – may not modify content
- *Test Manager
- *Survey Manager
- *Pool Manager
- *Grade Center
- *Grade Center Views
- *Course Statistics

* Settings marked with an asterisk (*) cannot be modified by the Administrator. These privileges will always be available for this Course Role.

Guest

Users with the role of Guest have no access to the Control Panel. Areas within the Course can be made available to Guests.

Visitors such as prospective Students, alumni or parents may be given the role of Guest.

Instructor

Instructors have access to all areas in the Control Panel. This role is generally given to those developing, teaching or facilitating the class. Instructors may still access a Course that is unavailable to Students.

Administrators may limit access to the following features:

- List / Modify Users
- Create User
- Batch Create Users for Course
- Remove Users from the Course
- Enroll User
- Settings
- Course Copy
- Recycle Course
- Import Course Cartridge
- Export Course
- Archive Course
- Manage Course Menu

Student

Student is the default Course Role. Students have no access to any areas on the Control Panel.

Teaching Assistant

Teaching Assistants have access to most features. If the Course is unavailable to Students, Teaching Assistants may still access the Course. Teaching Assistants are not listed in the Course Catalog listing for the Course.

	Note: A Teaching Assistant cannot remove an Instructor from a Course.
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