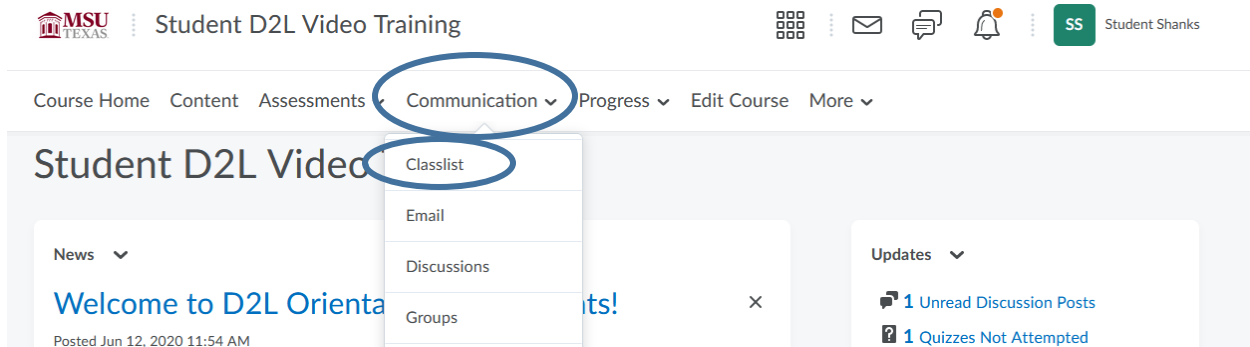


Classlist

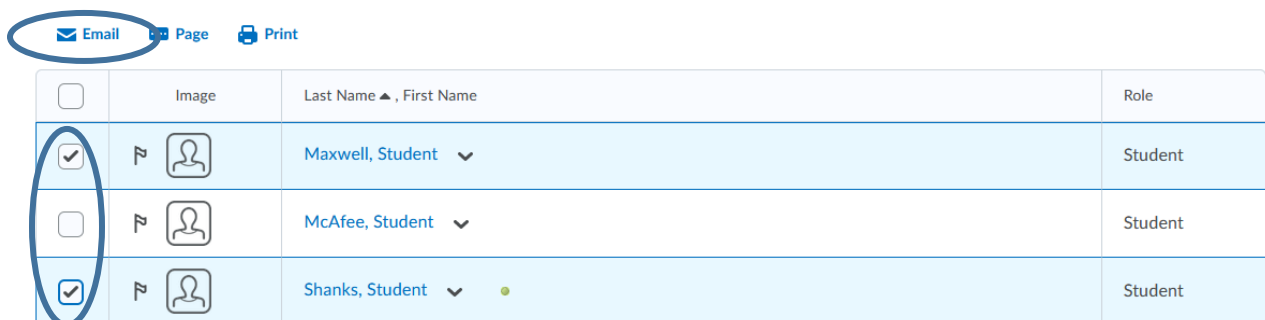
To view your courses classlist, from your course home page, click on **Communication** then **Classlist**.



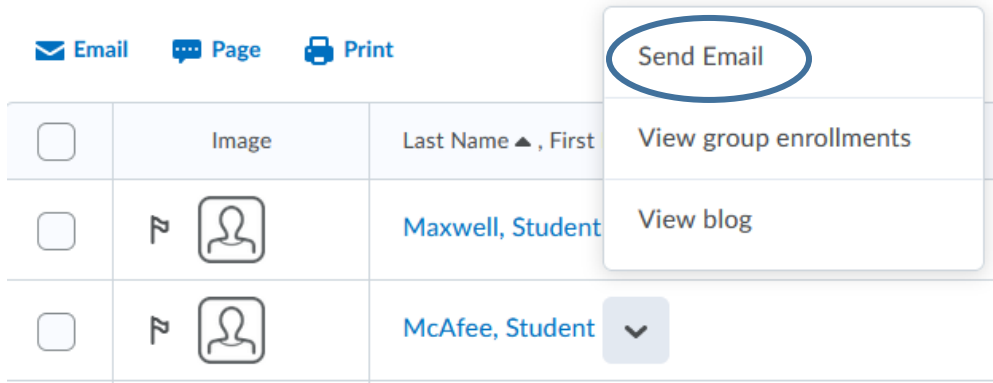
You will now see a list of all the students and instructors enrolled in your course. There are many useful tools you have on this page. First, the **green dot** next to someone's name means they are currently online.



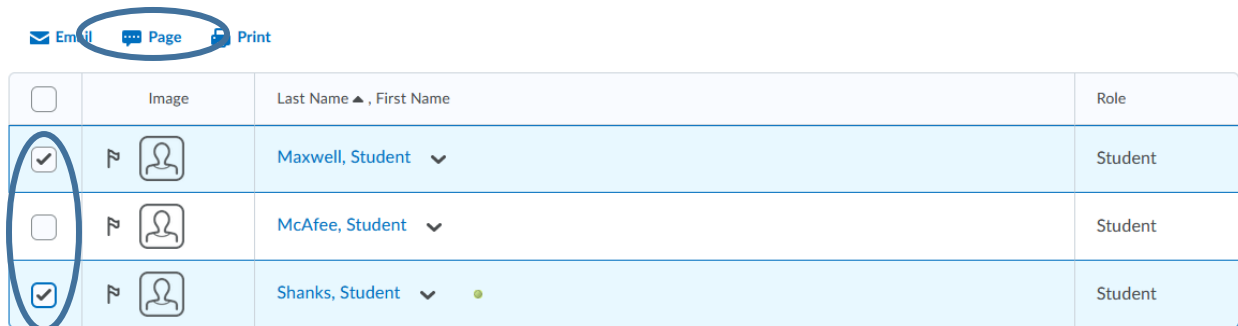
If you would like to send an email to one or more classmates, put a check mark in the box next to their name and click the **Email** button.



If you only want to email one person, you can also click the **dropdown arrow** next to that person's name and choose **Send Email**.



Just like sending emails, you can page a person, which works like instant messaging. Put a check mark next to the person's name and click the **Page** button.



If you have a large class and need to find someone quickly, you can utilize the search feature. **Type in the person's name and click the magnifying glass** to search for them.



To view a student's profile, you can **click on the image** next to the students name and it will take you to their profile.

