View Users in a Course
Within Blackboard you can view all of the users (students) enrolled in your course.

1. In the main course menu, click on My Tools.

2. Locate the Roster icon and click on the link provided.

3. The Roster allows you to search for an individual student by using either first or last name, or you may view the entire class roster.
   a. To search for an individual student, enter the specific search criteria and click “Go”. In this example we’ll check the roster for a student named “Lilly Pond” by using her first name in the search:
Here is the result of the search:

b. To view a roster of the entire class, clear the search criteria and change the second option to “not blank”. Then click “Go”.

The class roster appears with a list of all actively enrolled students: