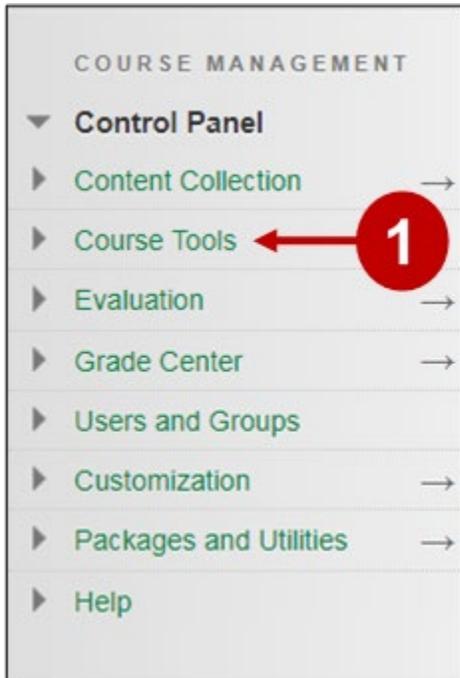


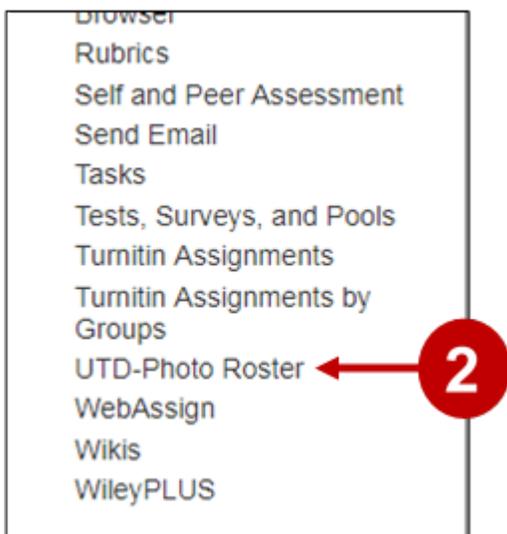
How to Print Photo Roster in eLearning

Faculty can now access and print out course photo rosters directly from eLearning!

Step 1: While in your eLearning course, go to **Control Panel** and, if the Course Tools list is minimized, select **Course Tools**.



Step 2: Select **UTD Photo Roster** from the list.



Step 3: You will now see your Photo Roster for your course. (PLEASE NOTE: If you have students listed for whom a photo does not appear, they do not yet have a photo on file.)

The screenshot displays a 'Photo Roster' interface. At the top, the title 'Photo Roster' is shown in a grey header, with the subtitle 'Photo roster in eLearning.' below it. The main content area contains a grid of 25 student photos arranged in four rows: the first three rows have six photos each, and the fourth row has one photo. Each photo is accompanied by a name and an ID number. At the bottom center of the interface, there is a red circular icon with the number '3' inside, and a red arrow pointing downwards to a green rectangular button labeled 'Print'.

You are able to print out your Photo Roster by clicking the **Print** button at the bottom of the screen.