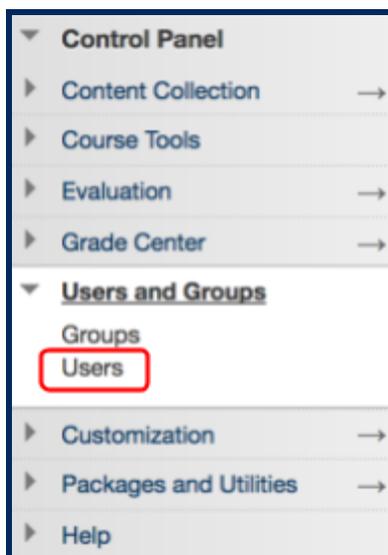


Adding a TA (or an Additional Instructor) to Blackboard

Step 1

Enter your course and click on **Users and Groups**, then click **Users**.



Step 2

Click on **Find Users to Enroll**.



Step 3

Enter the TA's (or another instructor) username (i.e. *jane.doe@maine.edu* WITHOUT the @maine.edu part) and click to select their **Role (Teaching Assistance or Instructor)**, then click **Submit**.

ENROLL USERS

*Enter one or more Usernames. Separate multiple Usernames with commas. Click **Browse** to search.*

* Username

Role

Enrollment Availability

- ✓ Student
- Instructor
- Teaching Assistant**
- Course Builder
- Grader
- Guest

*Click **Submit** to proceed. Click **Cancel** to go back.*