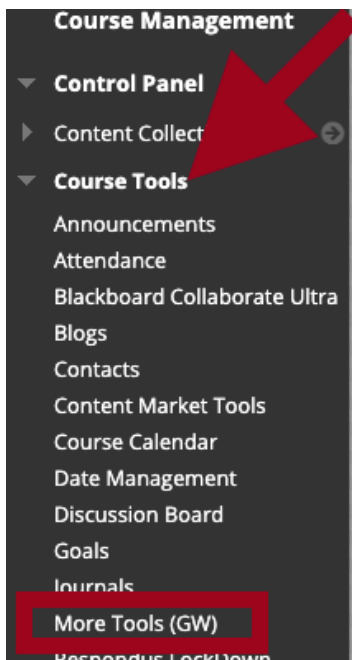


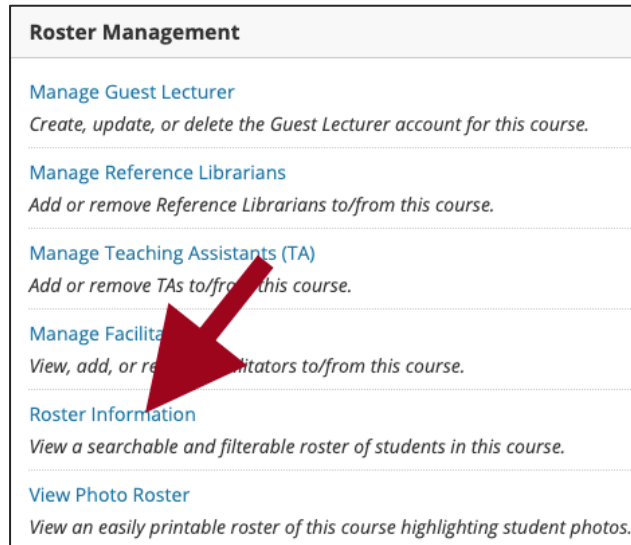
## Blackboard: View and Print a Student Roster

View the roster of students enrolled in your Blackboard course. Students are automatically enrolled in Blackboard courses based on their registration status in the [GWeb System](#). Enrollments are updated in Blackboard once a day in the early morning.

1. Open the Blackboard course for which you want to view the Roster.
2. Go to the **Control Panel**, click on **Course Tools**, and then select **More Tools (GW)**.



3. On the *More Tools* page, click **Roster Information**.



4. On the *Roster Information* page, you will see a list of enrolled students and their email address.
5. Optionally, click **Download as Excel Spreadsheet**, **Print this Roster**, or **Print a Photo Roster**.

Download as Excel Spreadsheet    Print this Roster    Print a Photo Roster

Show  entries    Search:

Avatar	Last Name	First Name	Email	Groups	Enrollment Date
	Student1	Sample1	<a href="mailto:itl@email.gwu.edu">itl@email.gwu.edu</a>		2021/07/27
	Student2	Sample2	<a href="mailto:itl@gwu.edu">itl@gwu.edu</a>		2021/07/27
	Student3	Sample3	<a href="mailto:itl@gwu.edu">itl@gwu.edu</a>		2021/07/27

Showing 1 to 3 of 3 entries    Previous  Next