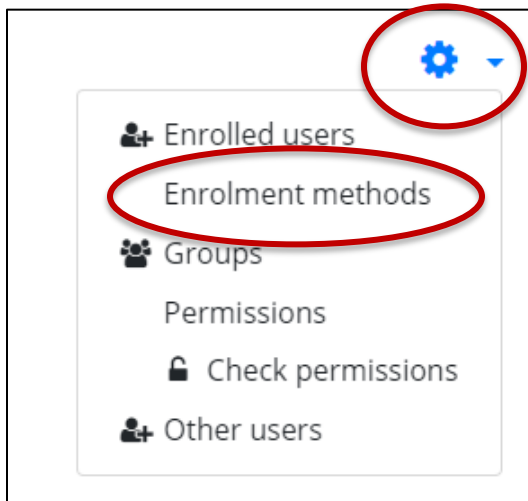# Self Enrolment Key

Setting an enrolment key within a course

Open Enrolment Methods

1. Click the **Participants** link from the navigation drawer
2. Click the gear icon and click Enrolment methods

Enable Self Enrolment

Click the eye to enable self enrolment, next click the edit icon to add the enrolment key

Add Enrolment Key

Click the eye to unmask to see what Moodle has automatically generated. You may use the enrollment key provided or click the pencil icon to customize it.
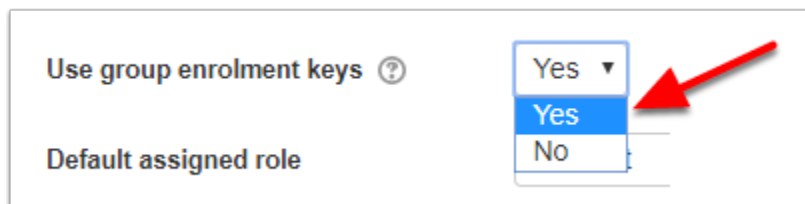
Enable Group Enrolment Keys (Optional)

If you are using Groups you can have students enrol directly into groups by using group enrolment keys. You need to add the enrolment key as in the steps above, if there is not a master key users will not be put into groups. Users do not need to know this key, they only need their own group enrolment key.

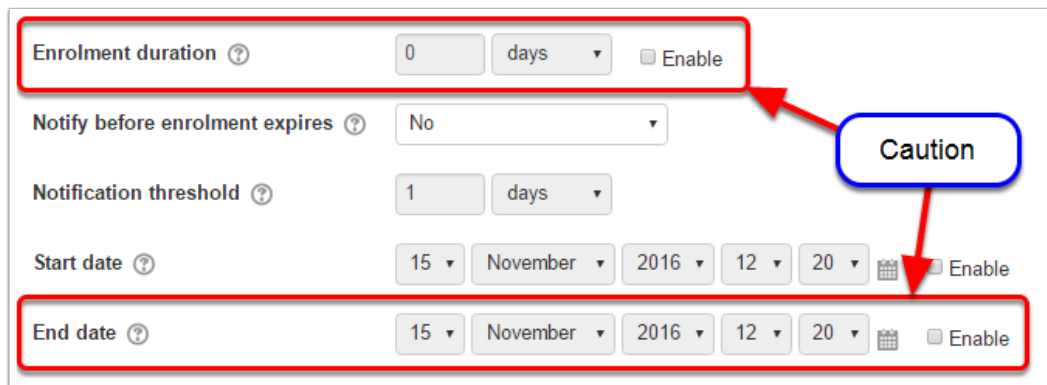Set **Use group enrolment keys** to Yes

After you have saved the changes you will need to give each group an enrolment key.

Caution

Enabling and setting **enrolment duration and/or end date** will result in students being automatically unenroled from your Moodle course.

Save changes

Scroll to the bottom of the page and click **Save changes**