## REMOVE STUDENTS FROM GROUPS



There may be times when you need to remove a student or students from a group in ulearn.

## Instructions

1. Under **Course Management** on the left menu, click on **Users and Groups** and then **Groups**.



2. On the **Groups** page, to edit a Single Group, click the down arrow icon next to the group you wish to edit and select **Edit Group** from the list.



3. On the next page, scroll to the Membership section of the page. Next to the student's name, click on the X located on the right side of the page to remove the student or students.



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MEMBERSHIP				
Add Users Remove All Users				
USERNAME	FIRST NAME	LAST NAME	ROLE	
🙀 mary_sky_student	Mary	Sky-Student	Student 🔭 🗙	

4. The student has been removed from the group and is no longer listed. Repeat steps 2-3 for any additional students in other groups that need removing.

MEMBERSHIP	
Additions	
Adu Osers	
No users have been added	
No users have been added.	
Success: Enrollment deleted.	8

5. Click **Submit** when done.

Cancel	Submit
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