

Walk-through of the UVLê Integration module.

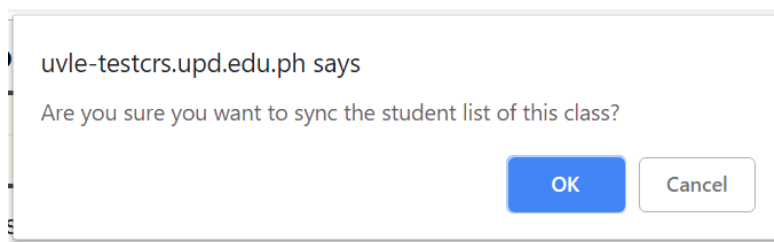
Enrolling Students to an UVLê Course Page via CRS

After creating an UVLê course page, you may upload and organize content. Once ready, you may enroll students to your course page. With the new UVLê Integration module, you can enroll students to your course page via CRS by clicking **Sync**.

To sync your class list to the corresponding UVLê course, click the Sync button under the Sync Class List:

#	Class Code	Class	Schedule	Enlisted	UVLê Course Creation				Enroll Students		
					Create Course	Date Requested	Status	UVLê Course Name	Sync Class List	Date Last Synced	Remarks
1	16130	Speech 199 THV-2	TTh 11:30AM-1PM lec PH 1231-1232	11	<input type="checkbox"/>	04 Jan 2019 01:24 pm	Successful	Speech 199 - THV-2 - [st] AY2018-2019	<input type="button" value="Sync"/>		0 of 0 enlisted

After clicking Sync, a pop-up message will appear. **Click OK** to confirm sync.



After clicking ok, a confirmation message will appear.



(Continued on the next page...)

Status of Syncing/Enrolling to an UVLê course page

The status of syncing will appear in the UVLê Course Request dashboard. **Syncing of students to the UVLê course page is done within 6 hours.**

Example:

#	Class Code	Class	Schedule	Enlisted	UVLê Course Creation				Enroll Students		
					Create Course	Date Requested	Status	UVLê Course Name	Sync Class List	Date Last Synced	Remarks
1	16130	Speech 199 THV-2	TTh 11:30AM-1PM lec PH 1231-1232	11	<input type="checkbox"/>	04 Jan 2019 01:24 pm	Successful	Speech 199 - THV-2 - [1st] AY2018-2019	<input type="button" value="Sync"/>	04 Jan 2019 01:30 pm	0 of 11 enlisted

#	Class Code	Class	Schedule	Enlisted	UVLê Course Creation				Enroll Students		
					Create Course	Date Requested	Status	UVLê Course Name	Sync Class List	Date Last Synced	Remarks
1	16130	Speech 199 THV-2	TTh 11:30AM-1PM lec PH 1231-1232	11	<input type="checkbox"/>	04 Jan 2019 01:24 pm	Successful	Speech 199 - THV-2 - [1st] AY2018-2019	<input type="button" value="Sync"/>	04 Jan 2019 01:30 pm	8 of 11 enlisted
		Speech 30									0 of 0

Notifications

- ✓ **For teachers:** When syncing / enrolling students, you may click the link under Remarks to view the Student List – listing which students were successfully enrolled in the UVLê course, and which students were not successfully enrolled.
- ✓ **For students:** students will be informed that they are successfully enrolled to an UVLê course page. They will also be advised if the system fails to enroll them to an UVLê course page.

Some students are not synced?

If fewer students are synced/enrolled into the UVLê course page than expected (or as reflected under the Enlisted column), **then possibly some students have not yet activated their UVLê accounts.** To activate their UVLê accounts, students must log in to the UVLê website using their DilNet accounts (the UVLê username and password are the same as those of DilNet's username and password).

When to sync students?

You only need to sync once. The system will process the request to sync either (1) until all students are enrolled to the UVLê course page, or (2) until the end of syncing procedure for the current semester/term (about the second month of the semester/term).

Ideally, it is best to sync/enroll your students into the UVLê course once the registration period has ended and/or the class list has been finalized.

What to do if there are changes in the class list? (add mat, change mat, did not enroll... etc.)

If there are changes/updates in the class list, then you must sync the soonest to update the UVLê course's student enrollment.

Note that only students included in the class list at the time of syncing will be synced/enrolled into the UVLê course page. Students who were previously synced/enrolled in the UVLê course but are now excluded in the most recent synced class list will be removed in the UVLê course.

The Sync All button

#	Class Code	Class	Schedule	Enlisted	UVLê Course Creation			Enroll Students			
					Create Course	Date Requested	Status	UVLê Course Name	Sync Class List	Date Last Synced	Remarks
1	16130	Speech 199 THV-2	TTh 11:30AM-1PM lec PH 1231-1232	11	<input type="checkbox"/>	04 Jan 2019 01:24 pm	Successful	Speech 199 - THV-2 - [1st] AY2018-2019	<input type="button" value="Sync"/>	04 Jan 2019 01:30 pm	8 of 11 enlisted
2	16167	Speech 30 THX-5	TTh 2:30-4PM lec TBA	28	<input type="checkbox"/>	04 Jan 2019 01:40 pm	Successful	Speech 30 - THX-5 - [1st] AY2018-2019	<input type="button" value="Sync"/>		0 of 0 enlisted
3	16151	Speech 30 WFG-1	WF 7-8:30AM lec PH 1231-1232	27	<input type="checkbox"/>	04 Jan 2019 01:40 pm	Successful	Speech 30 - WFG-1 - [1st] AY2018-2019	<input type="button" value="Sync"/>		0 of 0 enlisted
4	16153	Speech 30 WFR-2	WF 8:30-10AM lec PH 1231-1232	28	<input type="checkbox"/>	04 Jan 2019 01:40 pm	Successful	Speech 30 - WFR-2 - [1st] AY2018-2019	<input type="button" value="Sync"/>		0 of 0 enlisted
					<input type="button" value="Request New Course"/>			<input type="button" value="Sync All"/>			

Similarly, you may click **Sync All** to simultaneously sync different class lists to their respective pages. Note that **ALL classes (with assigned UVLê courses)** will be synced, including those that were synced prior to this.