

<u>Knowledge base > Administration > Functions > Re-enrollment</u>

Re-enrollment

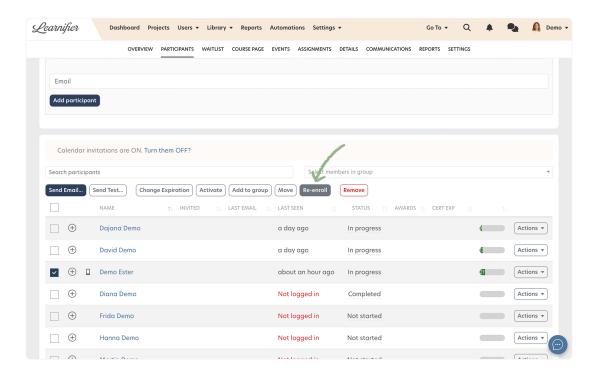
Ester Andersson - 2024-07-11 - Functions

Re-enrollment is a function that lets you reset a participant's progress so they can start over. Please carefully consider that when you re-enroll a participant in a course, everything they have uploaded will be deleted and their status will change to "Not started". When confirming, their attempt will be moved to their attempt history which will show when you press the plus sign and after that "History".

Available from: Professional

Re-enrollment in the "Participant" list:

- 1. Go to the participant tab in a project.
- 2. Select the participant/participants you wish to enroll and click on the button "Re-enroll".



Re-enrollment from the user profile page:

- 1. Go to a user profile, and scroll down to "Participations".
- 2. Click "Re-enroll" on the course you wish to re-enroll the participant in.

