

## Synchronizing the Roster

From the ANGEL 7.4 Instructor Reference Manual

In ANGEL 7.4, the system allows instructors of record for courses to combine the rosters of multiple courses and manage them as one course. These courses are treated as one course by the system (even if they likely have different course codes and/or sections), and Student Information System integration will keep the unified course synchronized with any course enrollment add/drop activity.

The following use cases identify where the course roster synchronization functionality will be the most useful:

1. **One Course/Multiple Sections.** In some courses, many sections of the same course are taught at various times by the same instructor. These courses can be combined using roster synchronization so that the instructor has to manage only one set of content, Gradebooks, and so on.
2. **Same ANGEL Course/Multiple Course Codes/Sections.** If a course is cross-listed, it might have different course code/section numbers for each of the cross-listings, even though the course is taught at one time and in one physical location. These courses can be combined to mirror the actual course and can be managed as a single unit.
3. **Combined Course/Lab Sections.** In courses in which there are lab sections associated with various courses or course codes, or where one lecture equates to several lab sections, the course and labs can be combined and managed centrally, with teams for each lab section, using roster synchronization.

To use Roster Synchronization, follow these steps:

**Roster Synchronization**

[Add Roster](#) **1**

Roster synchronization allows you to keep one course container, but manage multiple sections or courses. Each roster that is added to this course will stay synchronized as students are dropped or added from the course and section. You can optionally create a team for each course/section and student will automatically be assigned to the team for the section in which they are enrolled.

View: 25

<input type="checkbox"/>	Course Code	Section	Source ID	Team Name
There are no results to display				

**2**

[Delete Selected](#)

Items 1 to -1 of -1

1. **Add Roster.** Click the **Add Roster** link to select rosters to synchronize.
  - A. **Select Courses.** Click the check box to select course rosters.

B. **Create Teams.** Creates a team based on each course's roster (Uses naming scheme *CourseCode-Section*) and adds corresponding students to that team. This feature helps the instructor address specific groups of students when necessary.

C. **Disable Synchronized Courses.** (Suggested) Source courses are disabled. Students do not see both the original course section and the synchronized course; only the synchronized course appears in their course list.

The courses below are the ones in which you are the instructor of record. You may select any of these courses to synchronize its roster with this course.

View: 25 ▾

<input type="checkbox"/>	Course Code	Section	Source ID
<b>A</b>	There are no results to display		

**Items 1 to -1 of -1**

**B**  Create teams for each synchronized roster and assign students to the teams based on enrollment

Disable synchronized courses to disallow student access

**C**

Ok Cancel

2. **Results.** Rosters synchronized into this course will display in the table below.