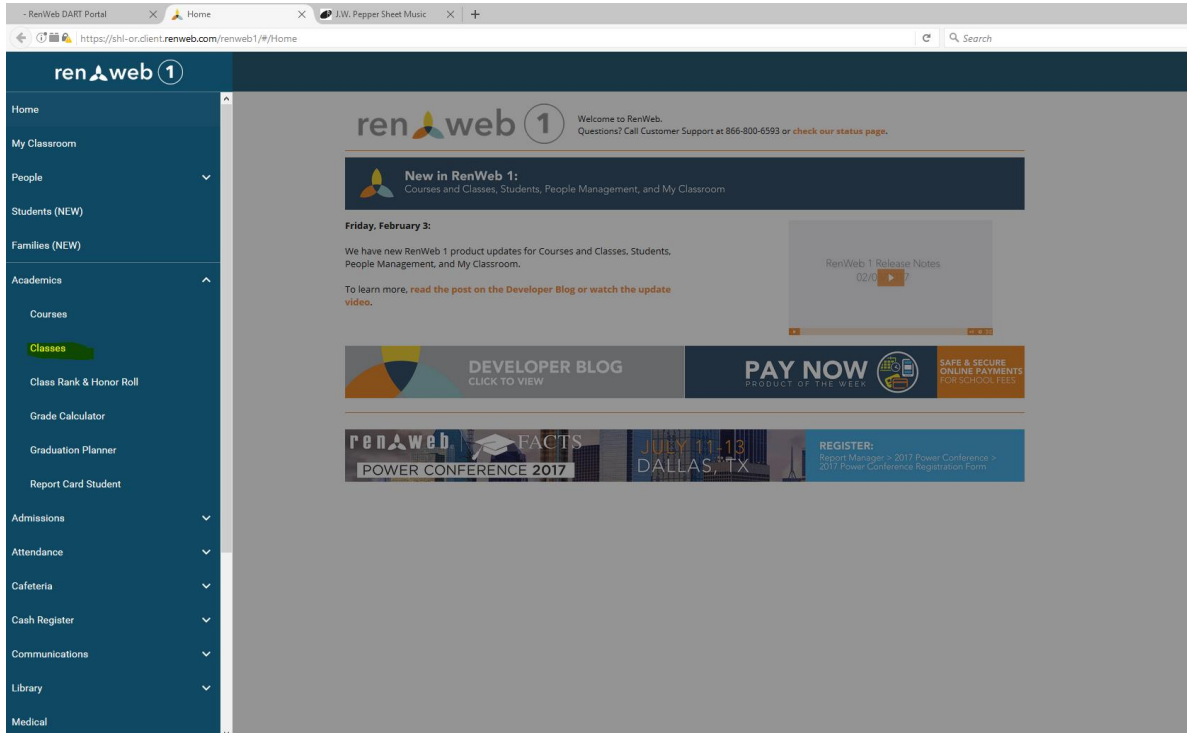
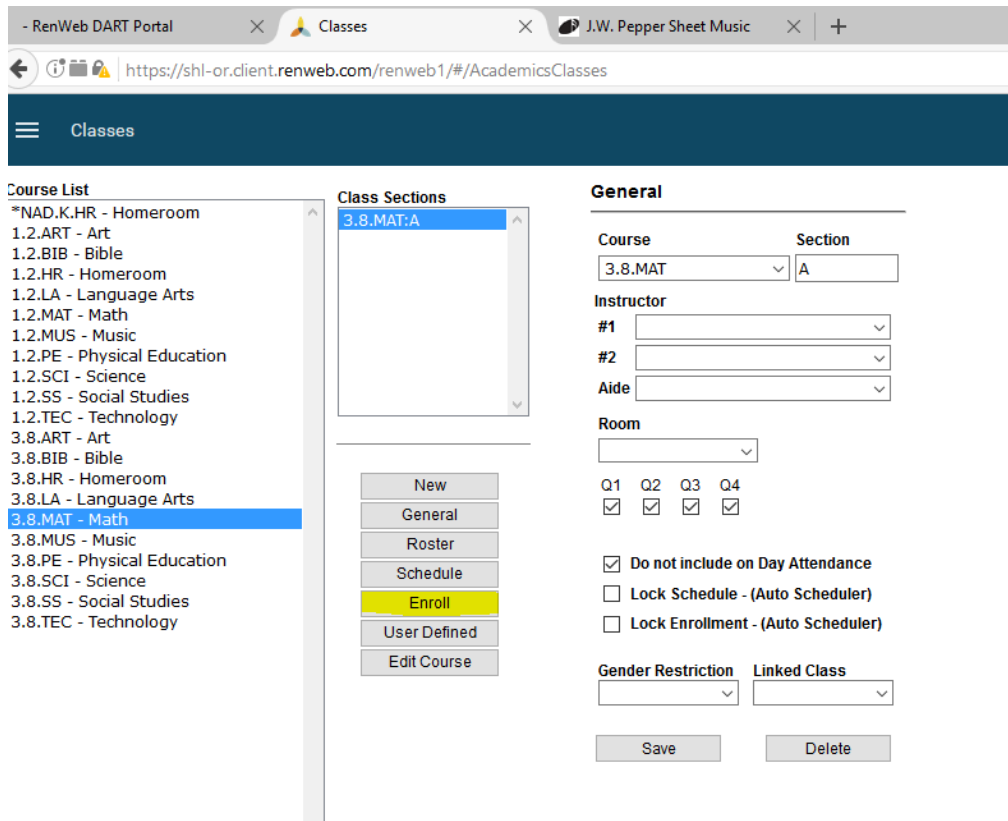


How to Enroll/Unenroll Student into classes

1. Log onto RenWeb 1
2. Academics then classes



3. Choose Course and Class
4. Select Enroll



5. To Enroll
 - a. Highlight Student name in Selection Section
 - b. Click Enroll(Selected)

6. To Unenroll Students
 - a. Select Student Name from Class Roster
 - b. Click Unenroll (Selected)

The screenshot displays a web application interface for managing classes. The interface is divided into three main sections:

- Course List:** A list of courses is shown, with "3.8.MAT - Math" highlighted in blue. Other courses include *NAD.K.HR - Homeroom, 1.2.ART - Art, 1.2.BIB - Bible, 1.2.HR - Homeroom, 1.2.LA - Language Arts, 1.2.MAT - Math, 1.2.MUS - Music, 1.2.PE - Physical Education, 1.2.SCI - Science, 1.2.SS - Social Studies, 1.2.TEC - Technology, 3.8.ART - Art, 3.8.BIB - Bible, 3.8.HR - Homeroom, 3.8.LA - Language Arts, 3.8.MUS - Music, 3.8.PE - Physical Education, 3.8.SCI - Science, 3.8.SS - Social Studies, and 3.8.TEC - Technology.
- Class Sections:** A list of class sections is shown, with "3.8.MAT:A" highlighted in blue. Below this list are several buttons: "New", "General", "Roster", "Schedule", "Enroll", "User Defined", and "Edit Course".
- Enroll Class:** This section contains a "Filter Type" dropdown menu with options: "Status" (selected), "Grade Level", "Class", and "Request". Below the filter is a list of status options: "Enrolled" (highlighted in blue), "Pre-Enrolled", "Withdrawn", and "Graduate". To the right of the filter are two columns: "Selection" and "Class Roster". At the bottom of the "Selection" column is a yellow button labeled "Enroll (selected)". At the bottom of the "Class Roster" column is a yellow button labeled "Unenroll (selected)".

7. DONE!
8. Repeat this process with all your class.