



Moodle Course Reset

Remove Students and Student Work

A Moodle Course Reset will remove all the enrolled students and ALL their submissions and work. The Reset does not change your content or course materials.

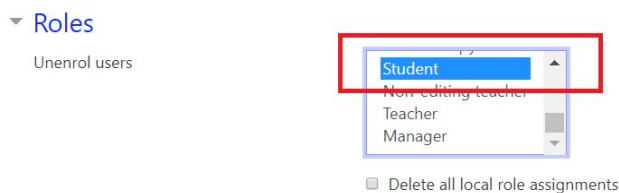
Caution: The reset can not be undone without assistance from the tech team. Make sure you have completed review and verified all students' grades in your Sapphire Gradebook BEFORE you reset the course.

Log into your Moodle Course

Click the drop down arrow beside the Settings Gear

Click Reset

Click the triangle beside Roles



Click Student

Click Reset at the bottom of the page.

Notice the number of students that will be unenrolled from the course.

Click Continue. Students and their data will be removed from your course.

To verify all students have been removed.

Click the drop down arrow beside the Gear

Click More

Click Users

Click Enrolled Users

You should see no students enrolled in your course.

You are all set for the next semester.

