



Teaching Assistant Settings Fact Sheet

The purpose of this fact sheet is to explain how you should change the Settings for Tutors.



Tutors must have access to a module as a Teaching Assistant. Please contact e-support@up.ac.za to ask for your tutors to be registered as teaching assistants. Send the list of their personnel numbers with.

Follow these steps to change the Teaching Assistant Settings:

1. On the **Build** or the **Teach** tab, select **Manage Course**
2. Select **Settings**
3. Under Administration you will find a link to Teaching Assistant Settings
4. Change the values to false if you do not want the student to have access to a specific tool or function

Title	Value
Allow Teaching Assistants to use Grade Book tool *	<input checked="" type="radio"/> true / <input type="radio"/> false
Allow Teaching Assistants to use Selective Release Map tool *	<input checked="" type="radio"/> true / <input type="radio"/> false
Allow Teaching Assistants to use Tracking tool *	<input checked="" type="radio"/> true / <input type="radio"/> false
Allow Teaching Assistants to use Assessments tool *	<input checked="" type="radio"/> true / <input type="radio"/> false
Allow Teaching Assistants to use Assignment Dropbox tool *	<input checked="" type="radio"/> true / <input type="radio"/> false
Allow Teaching Assistants to use SCORM tool *	<input checked="" type="radio"/> true / <input type="radio"/> false
Allow Teaching Assistants to view Grade Book audit history *	<input checked="" type="radio"/> true / <input type="radio"/> false
Allow Teaching Assistants to use Settings *	<input checked="" type="radio"/> true / <input type="radio"/> false
Allow Teaching Assistants to create, edit, and delete Grading Forms *	<input checked="" type="radio"/> true / <input type="radio"/> false

*Required fields

5. Click on **Save Values** to save the changes you made.