



# Manual

(Quick reference Guide)

## **Generate list of participants for a course** (registration for courses)



## **Preface**

This document contains a quick reference guide on how to generate a list of participants in Osiris for Lecturers for your course.

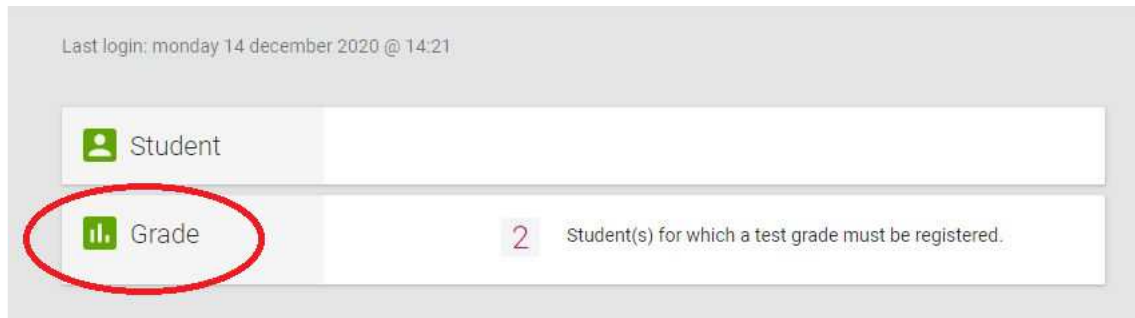
Please mind that this list is only valid for students that have registered for your course and are participating in your course and is not the valid for examregistrations.

As a responsible teacher you are able to generate a participation list in Osiris Lecturer for your course(s). This list can vary from day to day as student register or de-register throughout the registration periods.

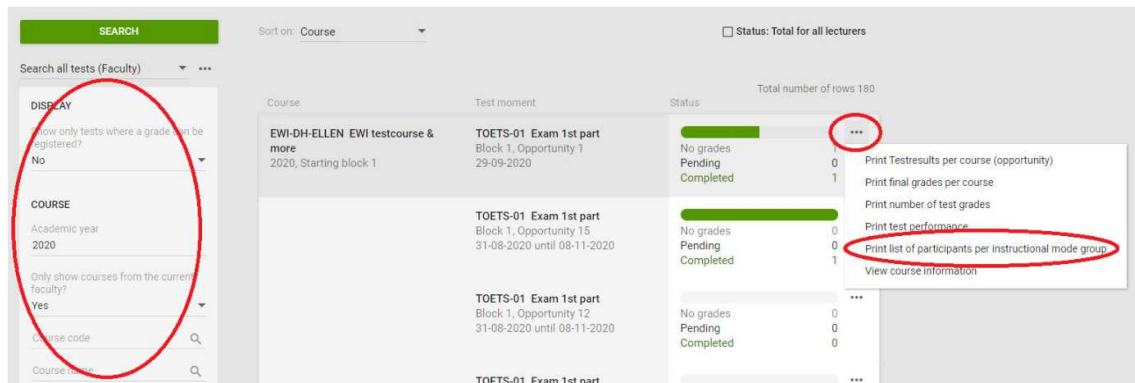
Students that appear in this list are also visible in Brightspace.

## Instruction for generating list of participants for a course

- Go to the OSIRIS Self Service Lecturer module, this is available on: <https://osidoc.tudelft.nl>
- Log on with your NetID
- Click on 'Grade'



- Automatically all courses appear on which you have user rights.
  - You can eventually filter your courses, see under "Search"
- Click on the 'three dots' and select "print list of participants per instructional mode group"



- OSIRIS generates a pdf-document containing a list with student number, name (initials and last name), Surname, education programme. All is disaggregated per block and groups (when applicable).