

Reconcile Your D2L and iStar Rosters

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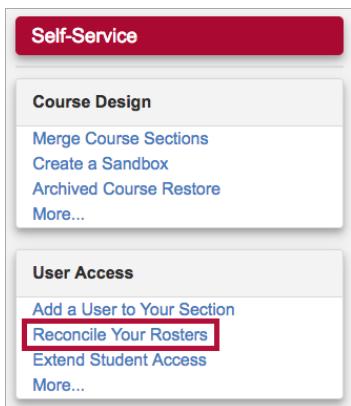
There may be times when your course's **D2L Classlist** does not accurately reflect the class roster in **iStar/MyLoneStar**. To correct the D2L Classlist you can use the **Reconcile your Rosters** form (sometimes referred to as the **Verify Brightspace Roster** form).

ALERT: Enrolling a student who has been granted **Extended Access** to your course will result in the student losing access to your course.

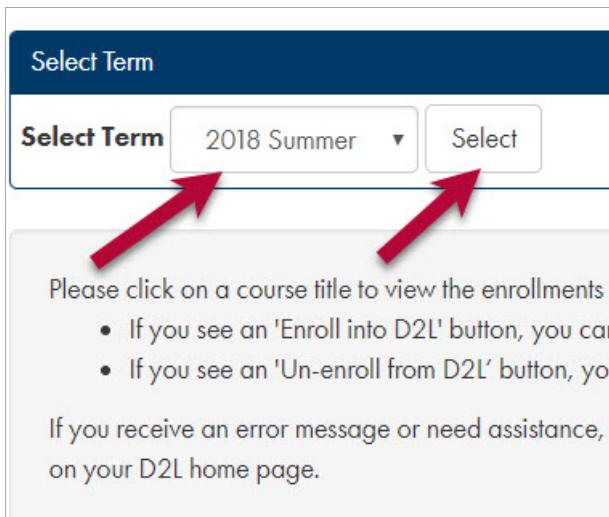
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Reconcile your Rosters

1. Sign in to D2L.
2. Click the **[VTAC Support]** link in the **Navbar**.
3. In the **Self-Service** column under **User Access**, click **[Reconcile Your Rosters]**.



4. In the window that opens, select a **term**, then click the **[Select]** button.



You will see any conflicts listed under **Message(s)**. The number at the end of the bar is the

number of roster discrepancies.

The screenshot shows a software interface for managing student enrollments. At the top, there are three colored bars: green (Found 2 courses in Campus Solutions), orange (Found 3 courses in D2L), and red (Found 1 conflicts with section 6311 1 (10931)). Below these bars, a red bar indicates 'Did not find section 6021 (10912) in Campus Solutions'. The main area displays a list of students with their names and a 'Select' button. The student '77 - 6311 1 (10931)' is highlighted with a red box around the number 1 in the 'Select' button. The interface includes a '▼' button and a 'Select' button.

5. For each student that needs to be enrolled or unenrolled, click the **[Enroll into D2L]** or **[Un-enroll from D2L]** button next to the student's name.

Example:

The screenshot shows a software interface for managing student enrollments. It displays a list of students with their names. Next to each student name is a button labeled 'Un-enroll from D2L'. The student '77 - 6311 1 (10931)' is highlighted with a red box around the 'Un-enroll from D2L' button.