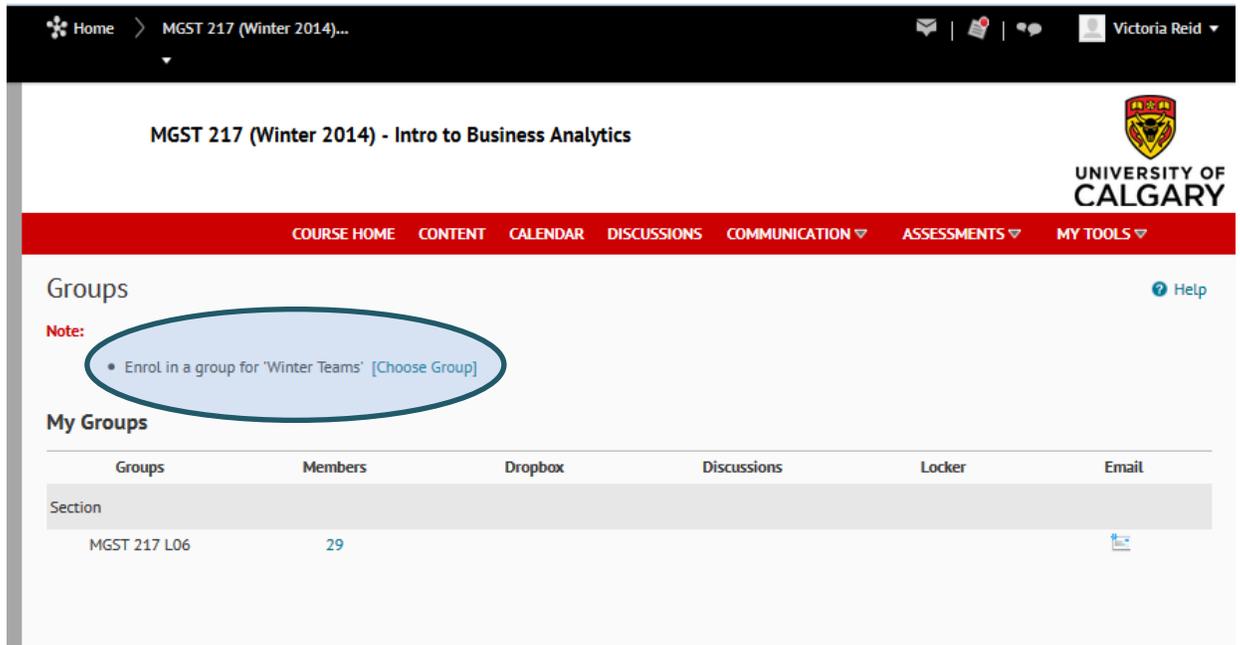


Instructions for self-enrolment into groups:

1. Sign into D2L and navigate to the MGST217 course site
2. Click “Communication” on the red navigation bar and select “Groups”
3. Near the top of the page you will see the following notification:



The screenshot shows the D2L course site for MGST 217 (Winter 2014) - Intro to Business Analytics. The page features a red navigation bar with links for COURSE HOME, CONTENT, CALENDAR, DISCUSSIONS, COMMUNICATION, ASSESSMENTS, and MY TOOLS. Below the navigation bar, the page title is "MGST 217 (Winter 2014) - Intro to Business Analytics" and the University of Calgary logo is visible. A "Groups" section is displayed, containing a "Note" with a bullet point: "Enrol in a group for 'Winter Teams' [Choose Group]". The "Choose Group" link is highlighted with a blue oval. Below the note is a "My Groups" table with columns for Groups, Members, Dropbox, Discussions, Locker, and Email. The table shows one group, "MGST 217 L06", with 29 members.

4. Click “Choose Group”

• Enrol in a group for 'Winter Teams' [Choose Group]



5. Select the group you would like to join, and then click “Select” at the bottom of the page
 - *note that once you’ve chosen your group, you will not be able to un-enroll yourself, so please select the correct group the first time!*