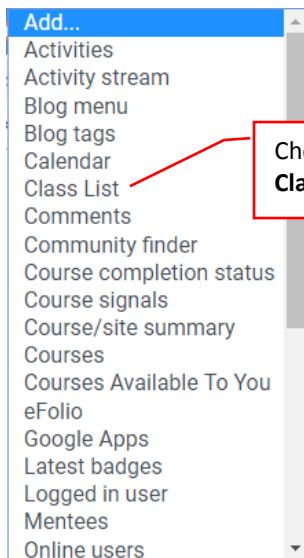
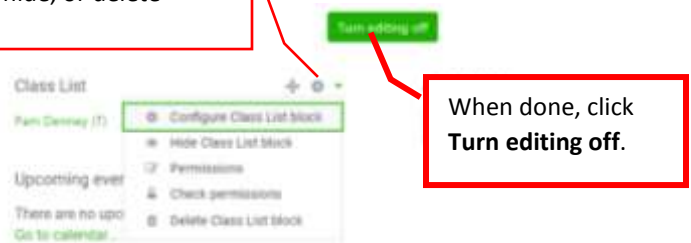


Easy way to send message to individual student using Class List block

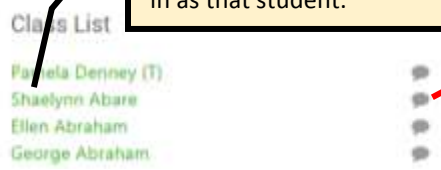
The easiest way to send a message to an individual student is to add the Class List block to your Course Dashboard. These instructions show you how to add the Class List block (if it isn't already added) and how to use it. ([This link](#) provides information about other blocks you may want to add to your Course Dashboard. Although there are many other blocks available, most instructors don't use any of the others.



Click this button if you have several blocks enabled. You might want to organize them (Configure), hide, or delete them.



FYI: Clicking the name of the person is a quick way to log in as that student.



Using the **Class List** block to send message:
Click the symbol beside the person in your class you wish to send a message to. The Messages window appears with the person's messages to/from you is opened so you can send a message.