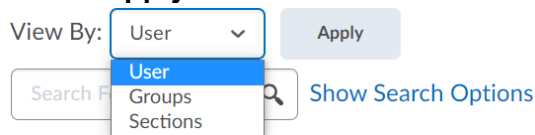# Navigate Classlist

Search Individually

To search for an individual student, You can type students name or A number in the search bar and hit enter.
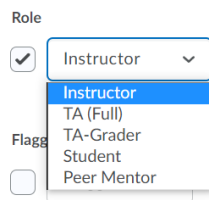
Search by Group/ Section

1. From the top navigation panel, go to **Course Tools > Classlist**.
2. Click on the drop-down menu for **View By**, select **Groups/Sections**. Then click on **Apply**.

3. You may select a Group category, or a specific Group, from the **Groups** drop-down menu or specific sections from the **Sections** dropdown. Then click **Apply**, again, to customize your list.
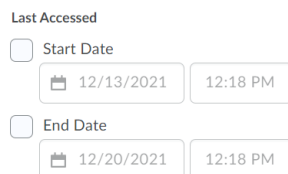
Search by Role

1. Click on **Show Search Options** beside search bar.
2. Check the option **Role** and from the dropdown, select the role you want to search for

Search by Last Access

1. Click on **Show Search Options** beside search bar.
2. Set the **Start Date** and **End Date**

In this way you can check if a student opened a course in between a certain time

Search Users with Accommodation

1. Click on **Show Search Options** beside search bar.
2. Check the option **Users with Accommodations** under **Accommodation.**