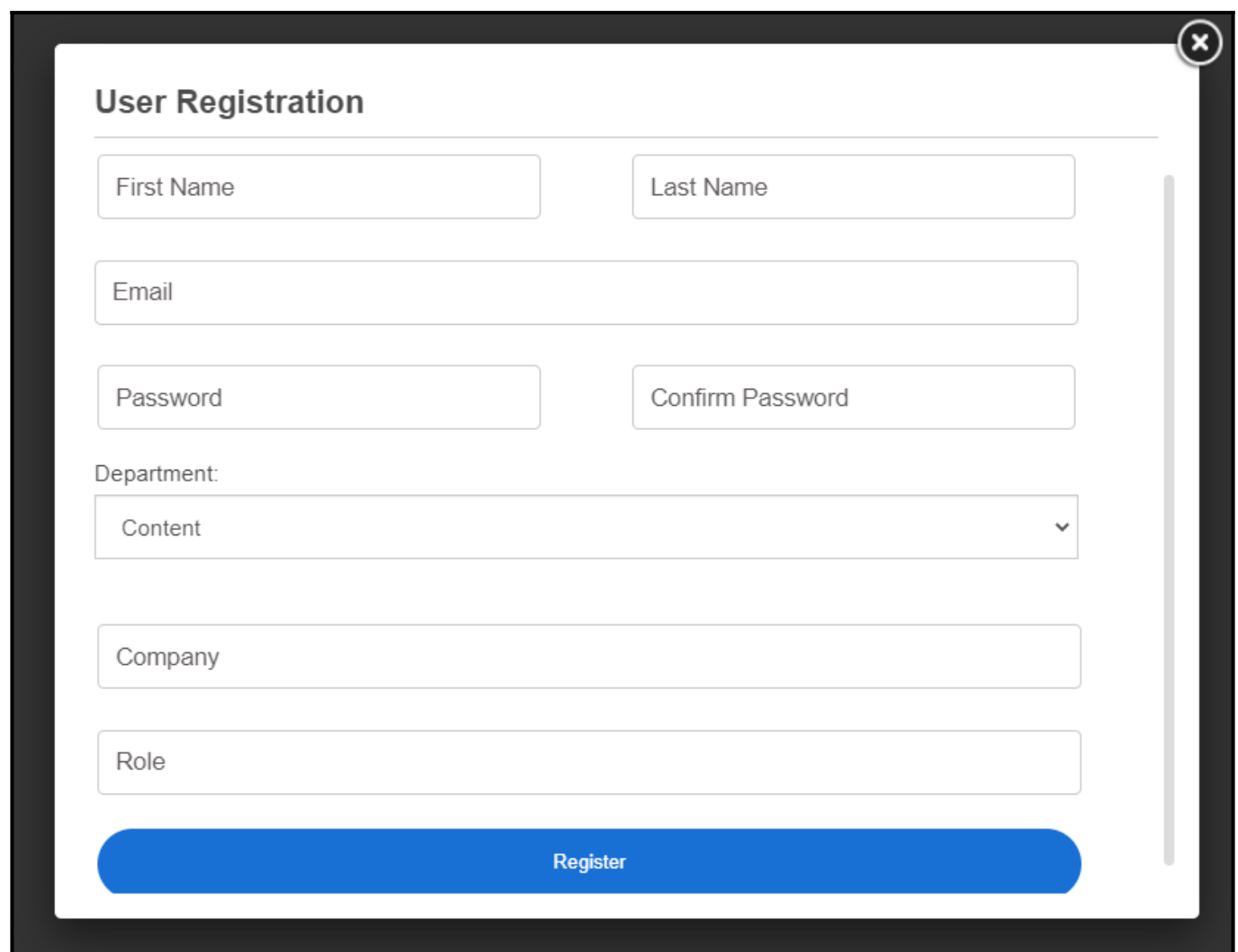


How to Enable Self-Registration of Users for Quiz Enrollment

ProProfs offers **instructors various options** for managing learner registration. One **effective method** is to **enable learners to self-register** in the classroom. This automates the registration process for quizzes, courses, or groups, saving instructors time and effort that would otherwise be spent manually updating learner information such as names, email addresses, and phone numbers.

Instructors can use secret join codes to facilitate easy self-registration of learners into the appropriate groups.

Here's what a user registration form will look like:

A screenshot of a 'User Registration' form. The form is titled 'User Registration' and is enclosed in a dark grey border with a close button (X) in the top right corner. It contains several input fields: 'First Name', 'Last Name', 'Email', 'Password', 'Confirm Password', a 'Department' dropdown menu (currently showing 'Content'), 'Company', and 'Role'. At the bottom, there is a large blue button labeled 'Register'.

Benefits of enabling self-registration for students to enroll in quizzes:

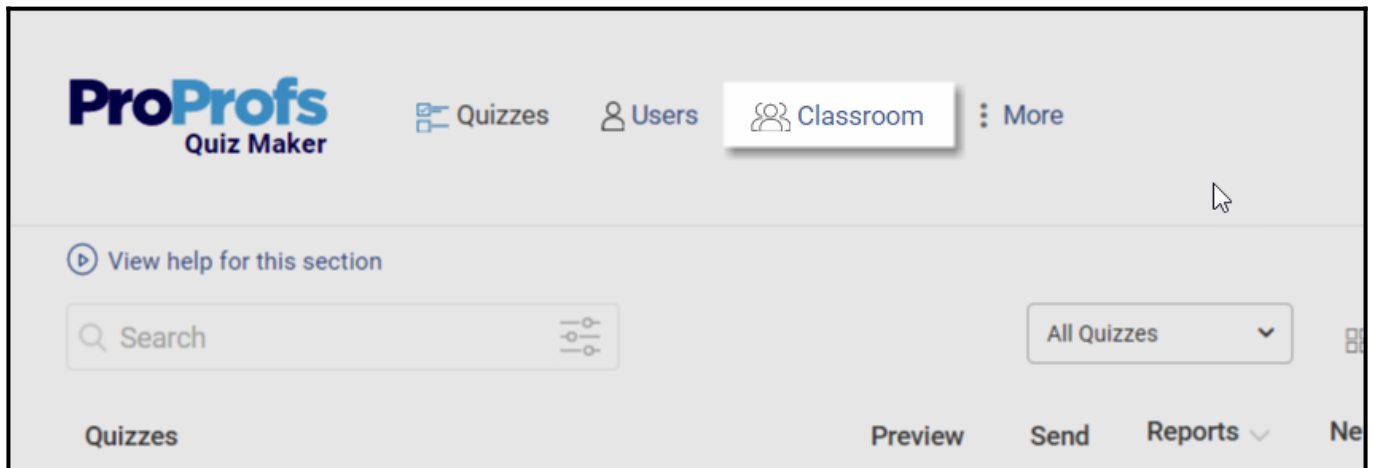
- **Time savings:** Allowing self-registration eliminates the need to update learner details manually, saving valuable time.
- **Selective data collection:** The feature enables displaying only the necessary information,

avoiding unnecessary data entry.

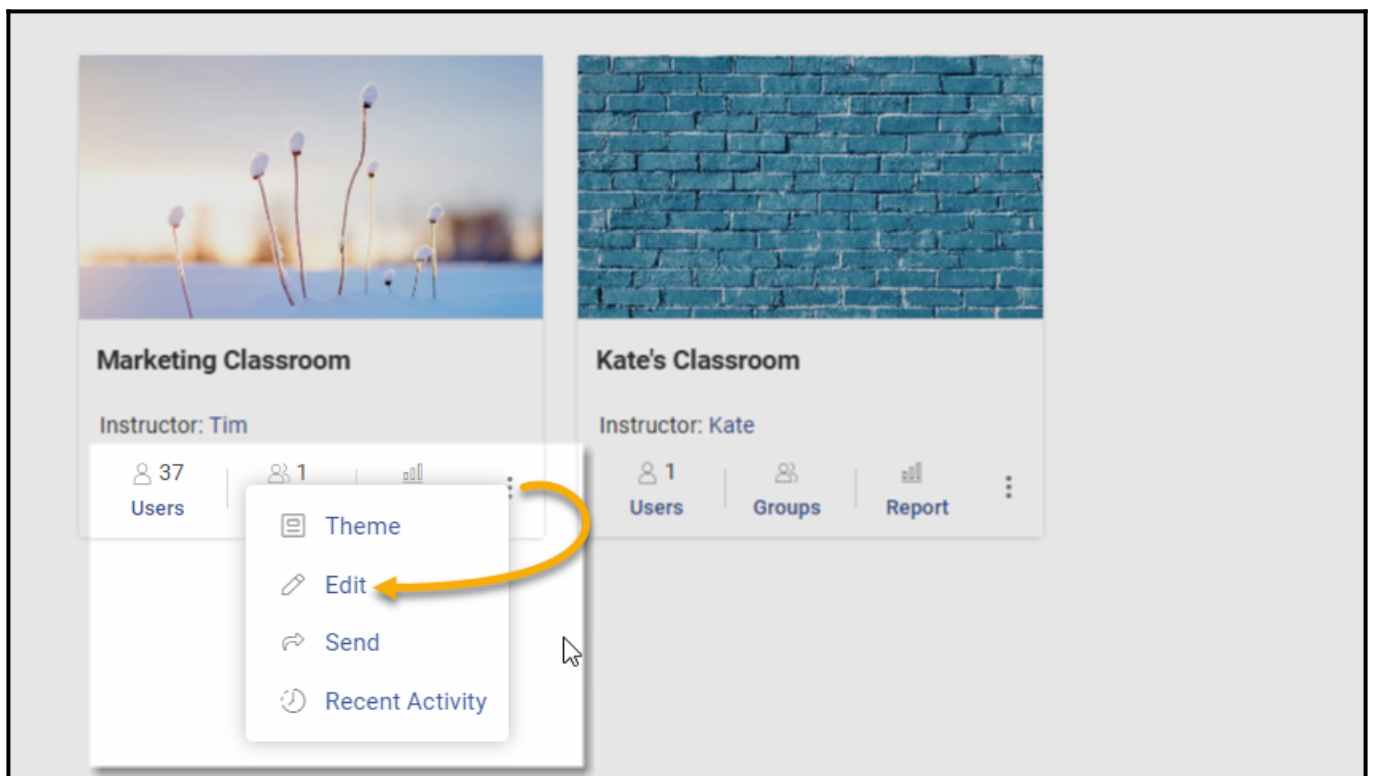
- **Streamlined registrations:** Automation makes the registration process hassle-free, ensuring a smooth and efficient experience.

To enable self-registration for learners, please follow these steps:

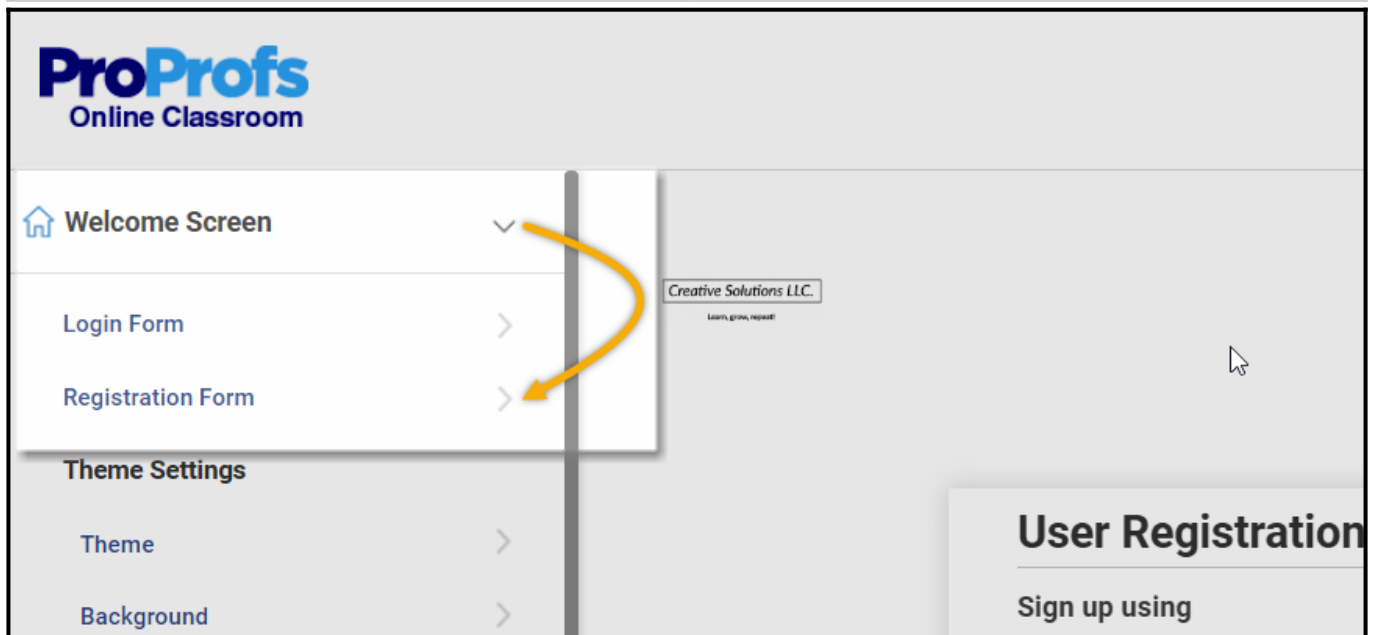
Step 1: Go to **Classroom** on the quiz maker dashboard.



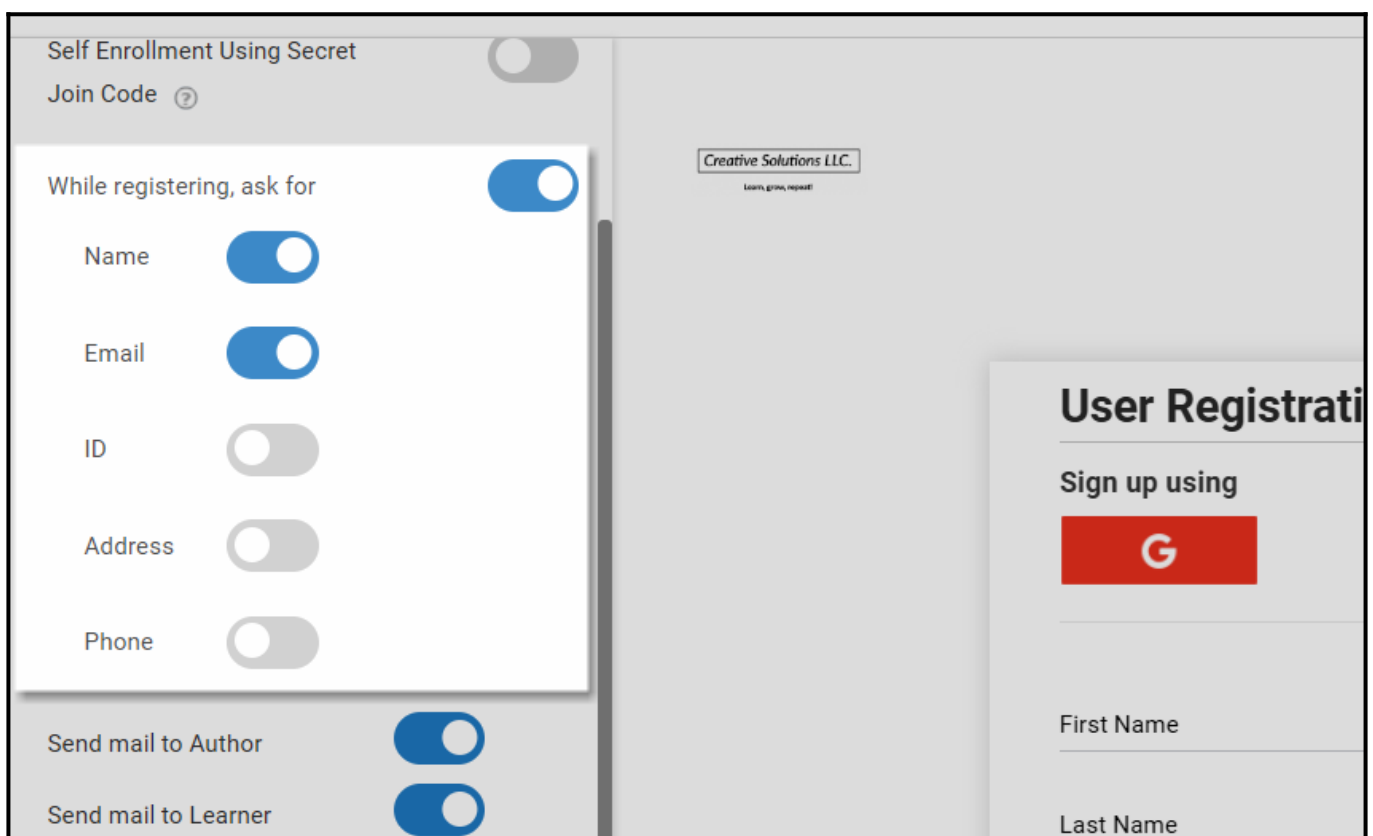
Step 2: Click the **three vertical dots** or the **kebab menu** icon to access additional settings and select **"Edit"** from the list.



Step 3: You will see a list of options. Click to expand **"Welcome Screen"** and select **"Registration Form."**



Step 4: To ask learners for specific information during self-registration, enable the option “**While registering, ask for**” and select the fields you want them to provide.



Step 5: In addition to the default fields, you can add custom questions to the registration form. Go to **Settings** > Enable “**Create your own question**”> Select a **question type** to add and ask your question.

ProProfs
Online Classroom

← Back Save Save & Exit

- Welcome Screen >
- Dashboard >
- Settings >
- Integrations >

Show Groups to Learner ☒

Show Score Report to Learner ☒

Show Calendar to Learner ☒

Display Preference

Language

Default Group ☐

Add Knowledge Base
Create your own Knowledge Base

Delete inactive users ☐

Once done, click **Save** or **Save & Exit** at the top.

Here's how your learners can self-register for a course, quiz, or group:

Step 1: You can allow learners to register directly to your classroom at ProProfs by sharing the classroom link. Alternatively, learners can register for the classroom embedded on your website. New learners can register by clicking the "Sign Up" button.

[Read How to embed classroom on your website to learn more.](#)

Creative Solutions LLC.
Learn, grow, repeat!

Welcome To Your Online Classroom

Email Or ID

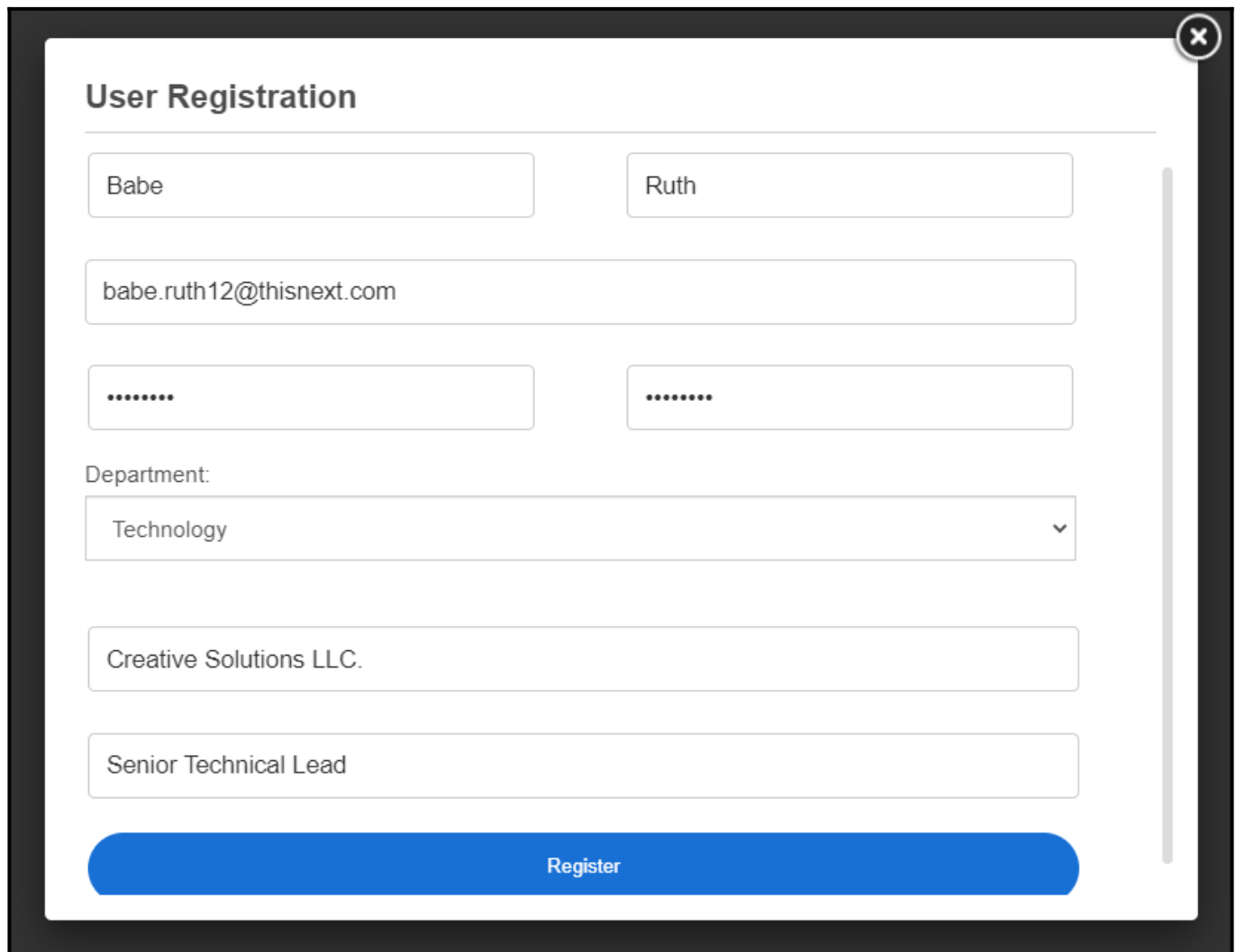
Password

[Forgot Password](#)

Not registered? [Sign up](#)

☐ Remember me

Step 2: Once new learners click on the **“Sign Up”** link, they will be taken to the **“User Registration”** page, where mustve to fill in their information. When your learners have filled in the required fields and set up their passwords, they can log in to your classroom.

A screenshot of the 'User Registration' form. The form is titled 'User Registration' and has a close button (X) in the top right corner. It contains several input fields: a first name field with 'Babe', a last name field with 'Ruth', an email field with 'babe.ruth12@thisnext.com', two password fields (both masked with dots), a 'Department:' dropdown menu with 'Technology' selected, a company name field with 'Creative Solutions LLC.', and a job title field with 'Senior Technical Lead'. At the bottom is a large blue 'Register' button. The form is set against a dark background with a light gray border.

Related Articles:

- [How to Upload Multiple User Details to an Online Classroom](#)
- [How to Find & Use Join Codes for Self-Enrollment](#)
- [How to Manage Users in a Classroom](#)