

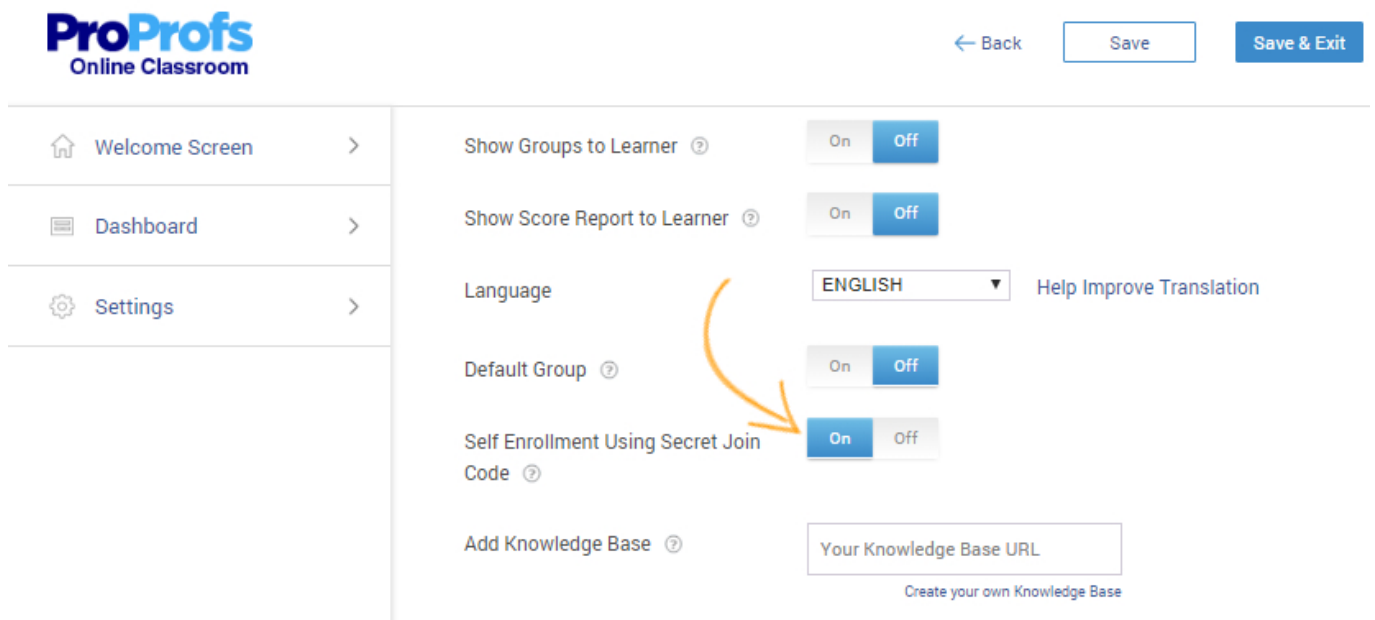
How to Find & Use Join Codes for Self-Enrollment

With ProProfs, instructors can use numerous [methods to manage registration of learners](#). A popular method is to [allow learners to self-register](#), which saves instructors' time and effort. During self-registration learners are typically registered to a default group (course or quiz), selected by the instructor. However, instructors can provide learners with **join codes** which registers them to a specific group at the time of self-registration.

Here's how you can edit/change group join codes:

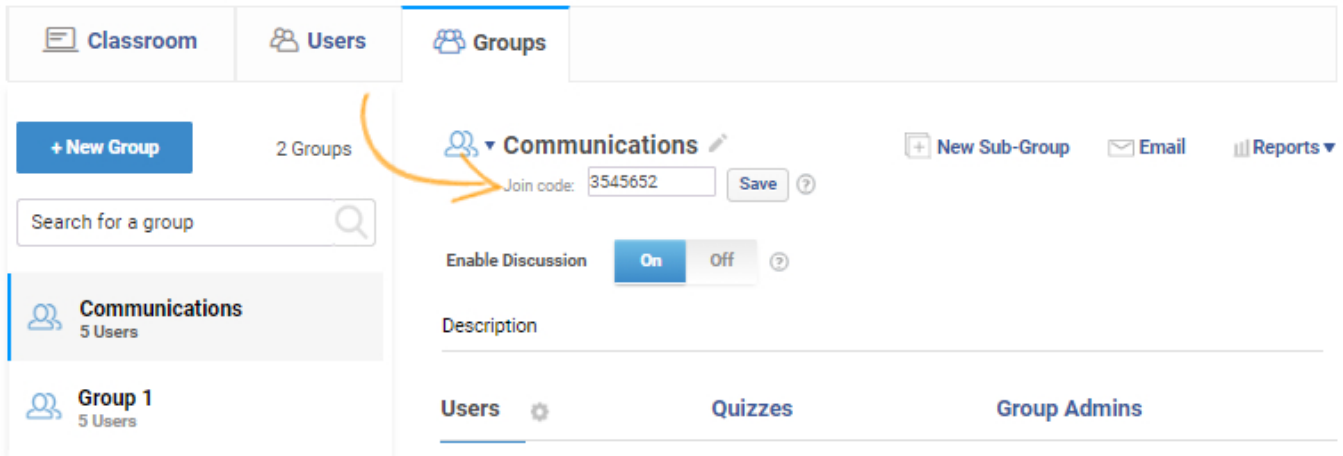
Step 1. To activate join codes you have to first enable [self-registration for learners](#).

Step 2. Navigate to '[classroom](#) settings,' enable "Self Enrollment Using Secret Join Code" and save the settings.



The screenshot shows the ProProfs Online Classroom settings interface. On the left is a navigation menu with 'Welcome Screen', 'Dashboard', and 'Settings'. The main content area contains several settings: 'Show Groups to Learner' (Off), 'Show Score Report to Learner' (Off), 'Language' (English), 'Default Group' (Off), 'Self Enrollment Using Secret Join Code' (On), and 'Add Knowledge Base' (URL input field). An orange arrow points to the 'On' button for 'Self Enrollment Using Secret Join Code'. At the top right are 'Back', 'Save', and 'Save & Exit' buttons.

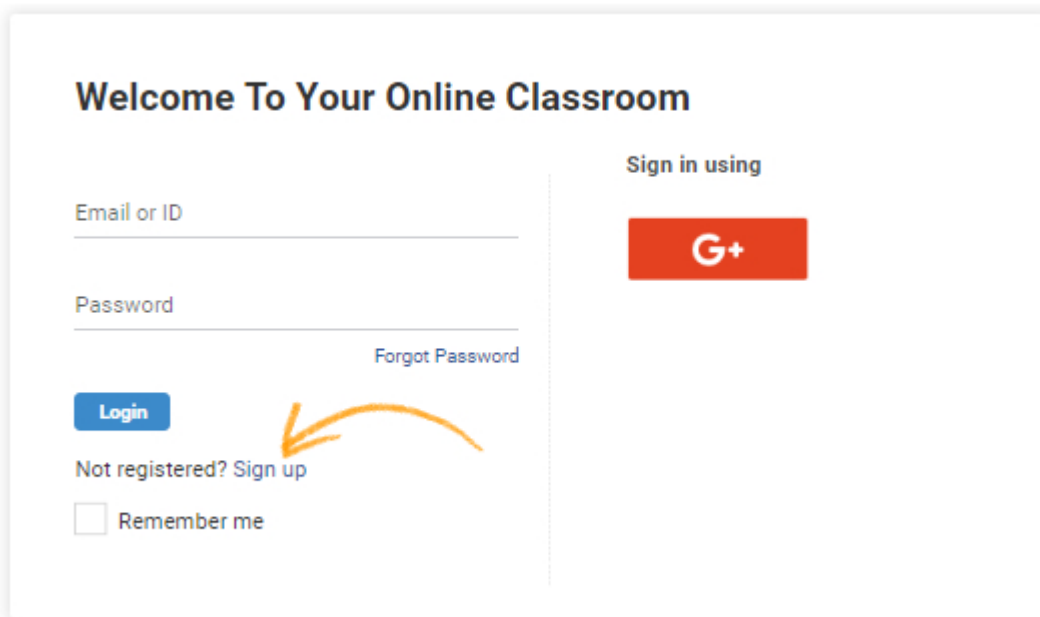
Step 3. To retrieve the secret code of a particular group, navigate to the group of your choice and copy the 'Join code.' You can also change the Join code, click the code to edit and then click "Save" to secure the changes.



When you complete the above steps, you need to share the secret join code with your learners via email. Learners can then use the secret join code to register themselves to specific groups in the classroom.

Here's how the learners can enroll in your classroom using join codes:

Learners need to click "Sign up" to register.



The sign-up form will appear where the learners can enter the join codes along with other information to register to the classroom.

User Registration


Sign Up using



Or

Password

Confirm Password

Join code 



Name

Company

Register

Related Articles:

[How to Upload Bulk User Details to Classroom](#)

[How Do I Enable Self-Registration for Students to Enroll in Courses or Quizzes?](#)

[How to Add Learners to Classroom Manually](#)