

Using the Faculty “Student” Account in D2L Brightspace – Daylight Experience

Using a *.stu “student” account allows faculty to interact with their own courses as a student. To use the *.stu account, see the steps below to enroll the account into the desired courses and log in with the account.

Enrolling Your Student Account into Your Courses

1. Log in to [KSU D2L Brightspace](#) using your **KSU NetID** and **password**.
2. From your course *Classlist*, click the **Add Participants** drop-down button (See Figure 1).
3. Click **Add existing users** (See Figure 1).

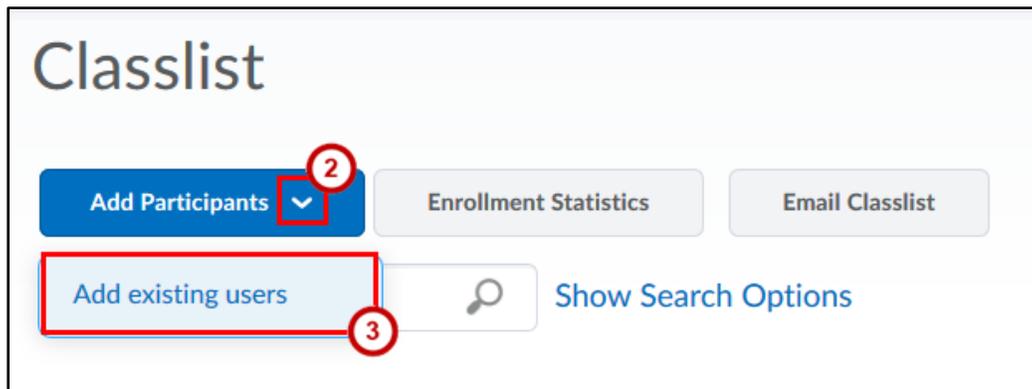


Figure 1 - Adding Existing Users

4. In the **Search For:** search bar, enter the ID of your student account, which will be your NetID with .stu appended to it, such as *jsmith1.stu* (See Figure 2).
5. Click on the **magnifier icon** to search (See Figure 2).

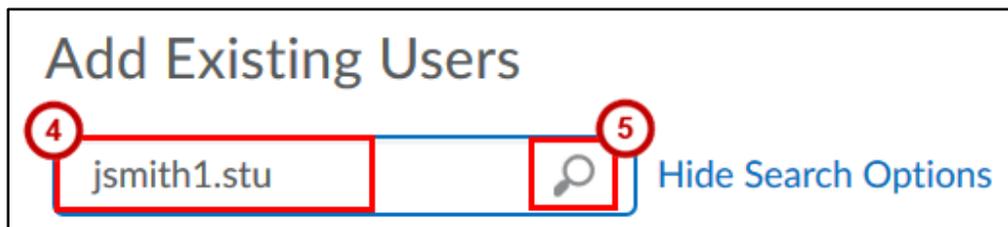


Figure 2 - Search for Your .stu Account

6. Your student account will be displayed in the search results with the last name of “Student” and your NetID as the first name.
 - a. Check the **checkbox** to the left of your student account (See Figure 3).
 - b. From the drop-down menu for *Role*, click **Student** (See Figure 3).
 - c. Click the **Enroll Selected Users** button (See Figure 3).

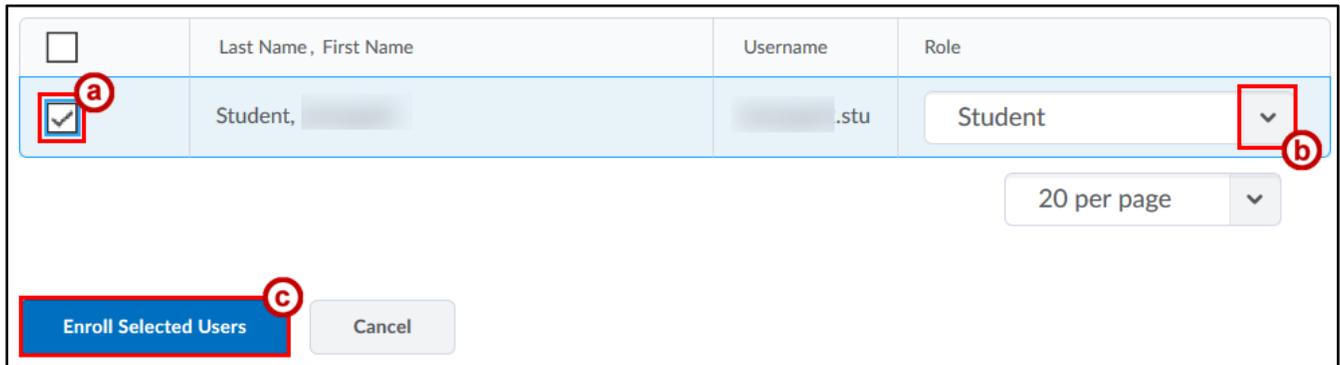


Figure 3 - Select and Enroll Your .stu Account

7. The *Confirmation of Enrollment* screen appears. Click **Done**.

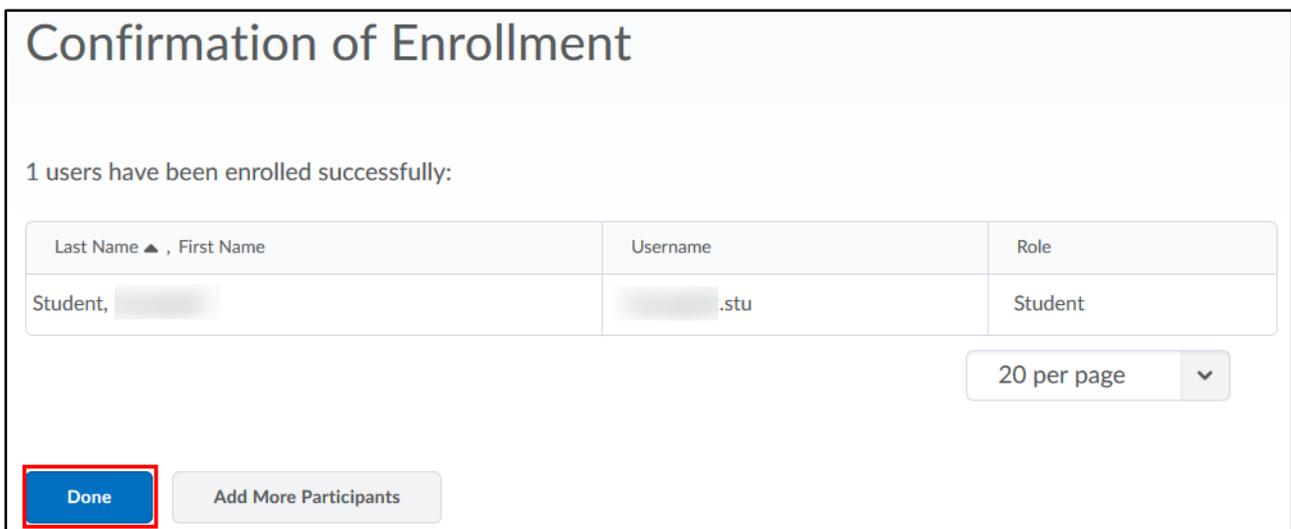


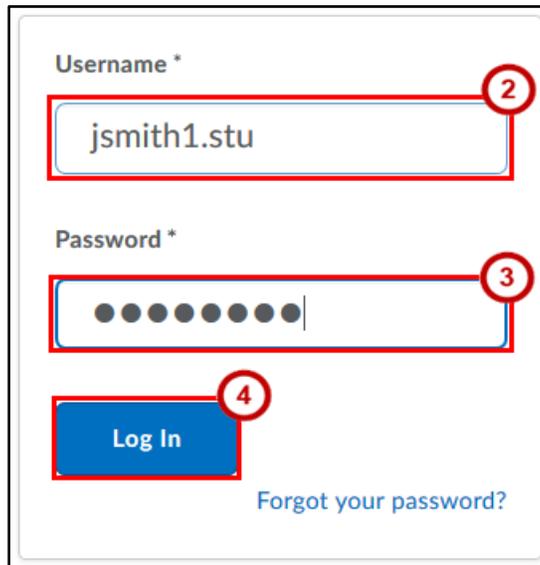
Figure 4 - Confirmation of Enrollment

Your student account will now be displayed in the Classlist for your course, and you can continue adding the account to your other courses as needed. Log out once your student account is added to D2L Brightspace.

Note: If your student account does not appear in the search results, please email service@kennesaw.edu to request an account.

Logging in Using Your *.stu Account

1. Go to [KSU D2L Brightspace](#) in your web browser.
2. Enter your student account in the box under **Username**. The username will be your KSU NetID with *.stu appended, such as *jsmith1.stu*. (See Figure 5).
3. In the **Password** field, enter your **KSU NetID password** (See Figure 5).
4. Click on the **Login button** (See Figure 5). Once logged in, you will have access to any courses that you have enrolled yourself into as a student.



The image shows a login form with three main components highlighted by red circles and lines: 1. A red circle with the number '2' points to the 'Username *' input field, which contains the text 'jsmith1.stu'. 2. A red circle with the number '3' points to the 'Password *' input field, which is masked with ten dots. 3. A red circle with the number '4' points to the blue 'Log In' button. Below the button is a blue link that says 'Forgot your password?'.

Figure 5 - Logging in as Your .stu Account

Note: The student account will enable instructors to view and interact with the course as a true student. The student account has the same restrictions as a student. For instance, a student *cannot see a course* until the first day of the semester, or after the course has closed. To change the Start Date or End Date of the course, see the following instructions: *Changing a Course Start or End Date in D2L Brightspace* in the UITS Documentation Center, <https://uits.kennesaw.edu/cdoc>.