If you need additional persons to have access to your courses in Moodle, please consult the following chart as to how which steps need to be provided:

<table>
<thead>
<tr>
<th>Need</th>
<th>Teacher</th>
<th>DLiT</th>
</tr>
</thead>
</table>
| - GA / Reader, Admin Assistant, or Guest teacher needs access | Email dlit@andrews.edu with the request. Include the following items:  
- Student’s name  
- Student’s ID  
- AU email address  
- Type of access required  
- Acronym and number of the course | The DLIT will process the request. The teacher will be notified when complete. |