How to add your Students to your Piazza class

Adding your course roster on Piazza is a very easy and seamless process. You will first need to obtain your student e-mail roster from the USC Grading and Roster System website. For more information please go to http://grs.usc.edu.

1. Sign in to Piazza and go to your course.
2. Within your course, click on the Manage Class tab.
3. Click on the Manage Enrollment link.
4. Scroll to the Enroll Students section.
5. Copy the e-mail roster from the USC GRS website and paste the e-mails in the Enroll Students section. The e-mails can be separated by comma or semi-colon, it does not matter.
6. Click on Add students. Students will receive an e-mail confirmation of their addition to the course.
7. TAs and other instructors can also be added from this general section. Use the Enroll Professors/TAs option.