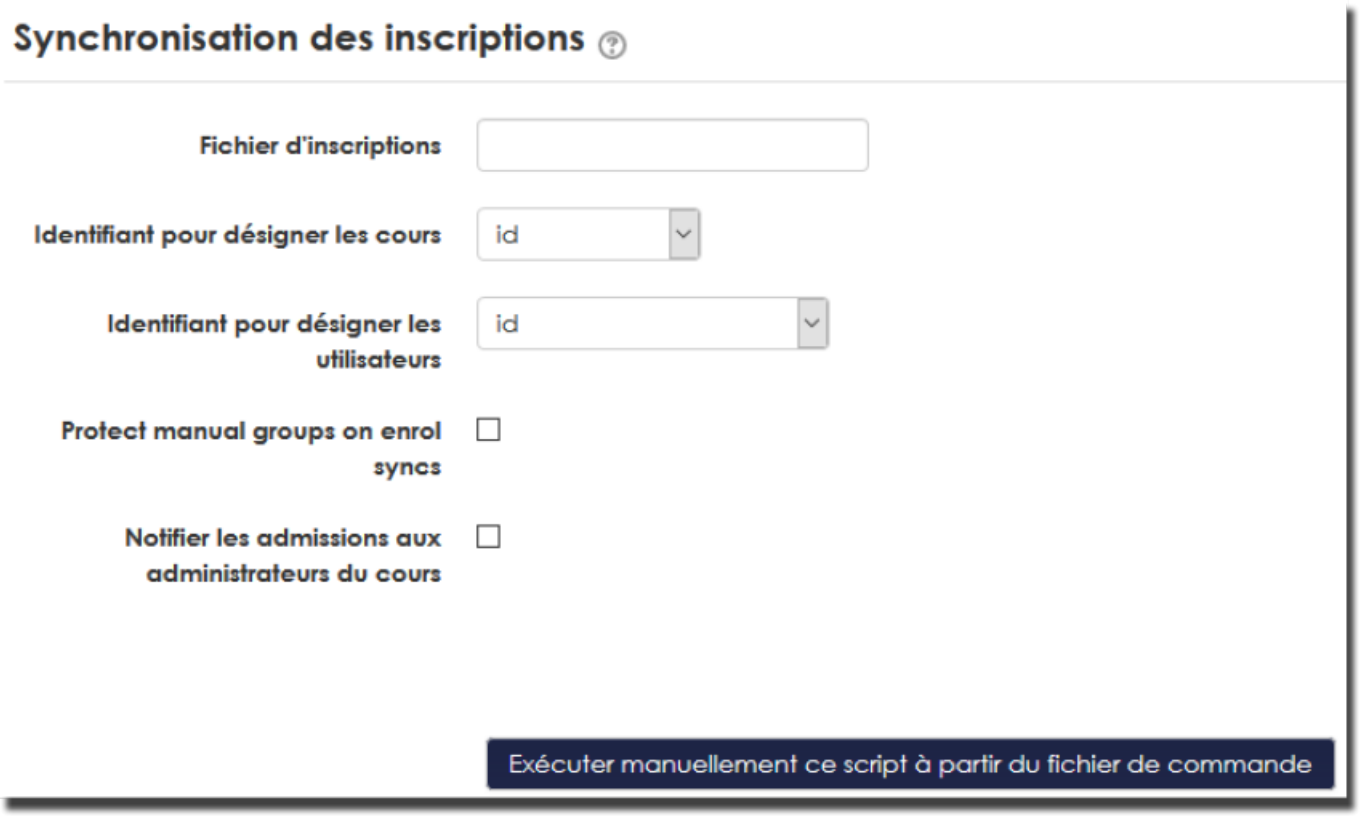
Tool sync: Enrolment operations

Introduction

Via this interface, you can:

- Designate the standard enrolment feed file
- Choose the reference identifier of users
- Choose the reference identifier for courses
- Choose whether or not to notify course teachers of students joining
- Request the immediate interactive execution of an enrolment file



Details

Enrolment file

Designate the standard enrolment import file: This file is executed automatically and regularly if you have enabled the scheduled CSV enrolment synchronisation task. If you opt for archiving/deleting command files, the scheduled task will react if it finds a file of this name in the command file

manager. Otherwise it will skip processing.

You can feed this file into the <moodledata>/sync directory from outside. It will then be automatically picked up in the command file manager and executed by the automatic task.

This parameter must mention the relative path of the file in the command file manager.

Identifier to designate courses

The match with courses will be done on this field. Your CSV file must provide values matching this choice. You can choose:

- the numeric Moodle id of the course in the database (not recommended)
- The external identification number (IDNumber) of the course
- The short name of the course (shortname)

Note: The short name of the course, or internal code, is mandatory in Moodle, unlike the identification number, which not all courses are guaranteed to have a value for.

Identifier to designate users

The identity match with the Moodle users to enrol in courses will be done on this attribute. Your CSV file must therefore provide values matching this choice. You can choose between:

- The numeric Moodle id in the database (not recommended)
- the external identification number (IDNumber, recommended)
- the login identifier (username)
- the email address used for the account (email)

Protect manual groups from synchronisation

If the checkbox is enabled, groups created manually will not be affected by the synchronisation.

Notify enrolments to course administrators

By enabling this option, the “editing teachers” of this course will receive a summary notification informing them of the arrival of students.

Manual execution of this script from the command file

With this button you can, in a single operation, load and execute an enrolment file, or interactively execute the standard enrolment command file defined above. The execution report is then displayed directly on screen. You can also opt here for a “simulated” execution of the enrolments.

Back to the user guide index - Back to the component index - Back to the catalogue

From:
https://docsen.activeprolearn.com/ - **Documentation Moodle ActiveProLearn**

Permanent link:
https://docsen.activeprolearn.com/doku.php?id=tool:sync:enrol

Last update: **2026/11/13 22:01**