

How to:

Sign up for tutorials

Vula 11.x (Last updated: Dec 2016)

Centre for Innovation in Learning and Teaching, UCT

For more resources: www.cilt.uct.ac.za/cilt/vulahelp



Signing up for tut groups

(as well as any other course groups, like lab and project groups)

1. Login to Vula at <http://vula.uct.ac.za>
2. Enter the course site by clicking the appropriate tab or using the 'Sites' menu which will display all your active sites.
3. In the left menu, click the link named Tutorial Groups or Section Info (naming varies from site to site)
4. View the available groups and then click the 'Join' link on the far right alongside the group that you want to sign up for.

Note: Group size may be limited. Once a group has reached its maximum size, you won't be able to sign up for that group. To see how many spaces are available, look at the 'Avail.' column.

Switching groups

If you are permitted to switch sections, you can do so by clicking the 'Switch' link alongside the group that you want to move to. You will automatically be removed from the first group and added to your new group.

Help, all the groups are full!

If all the groups are full, consult with your lecturer, tutor or departmental administrator, who can either increase the group size or manually add you to a group.

Also see online video 'How to Sign Up for a Tutorial in Vula' at <http://tinyurl.com/vula-video-tutorials>. For further assistance please contact help@vula.uct.ac.za

