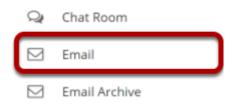
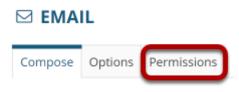
# How do I change the Email tool permissions?

#### Go to Email.



Select the **Email** tool from the Tool Menu of your site.

## **Click the Permissions link.**



### Modify the permissions for the roles listed.

🖂 EMAIL

#### Permissions

Set permissions for TEST 003 015 Summer 2020

UNDO CHANGES
1

Permission
Instructor
Student

Administer
Image: Compared to the set of the set

- 1. Check the box next to each permission you would like to allow for a given role. (Deselecting a box will remove the corresponding permission.)
- 2. Click **Save** to save your changes.

Note: You may see different roles listed depending on the roles that exist in your site. A role must be present in the site in order for you to modify its permissions.