

## What is Membership?

The Membership tool in My Workspace displays the list of sites in which a user is currently enrolled.

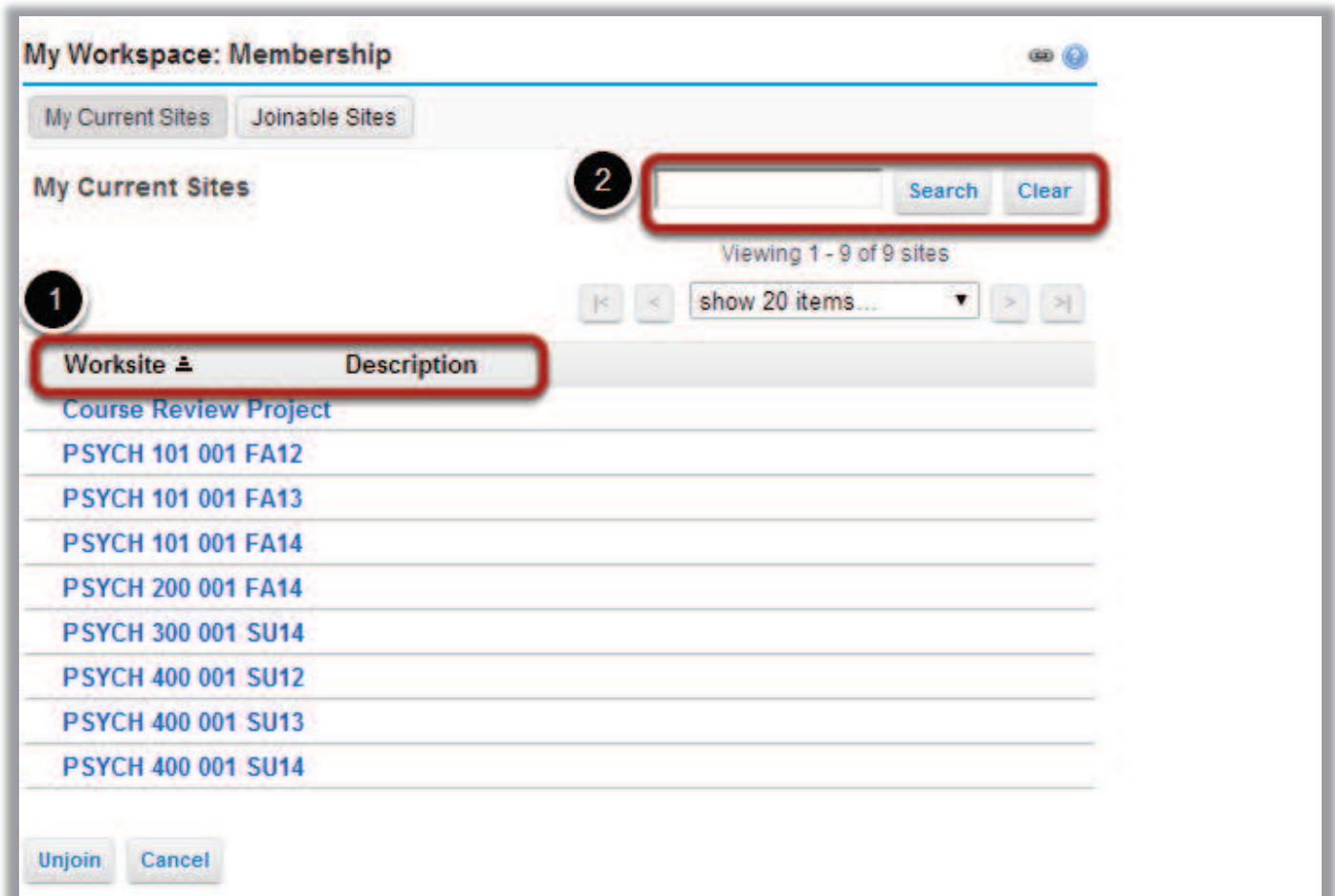
Users may search their enrolled courses or enroll in a joinable site from the Membership tool.

*Note: Unpublished sites are only visible to site maintainers.*

### Go to Membership.

Click on the **Membership** tool in the Tool in My Workspace to access your list of sites.

### Viewing current sites.



You will see a list of all the sites in which you are currently enrolled.

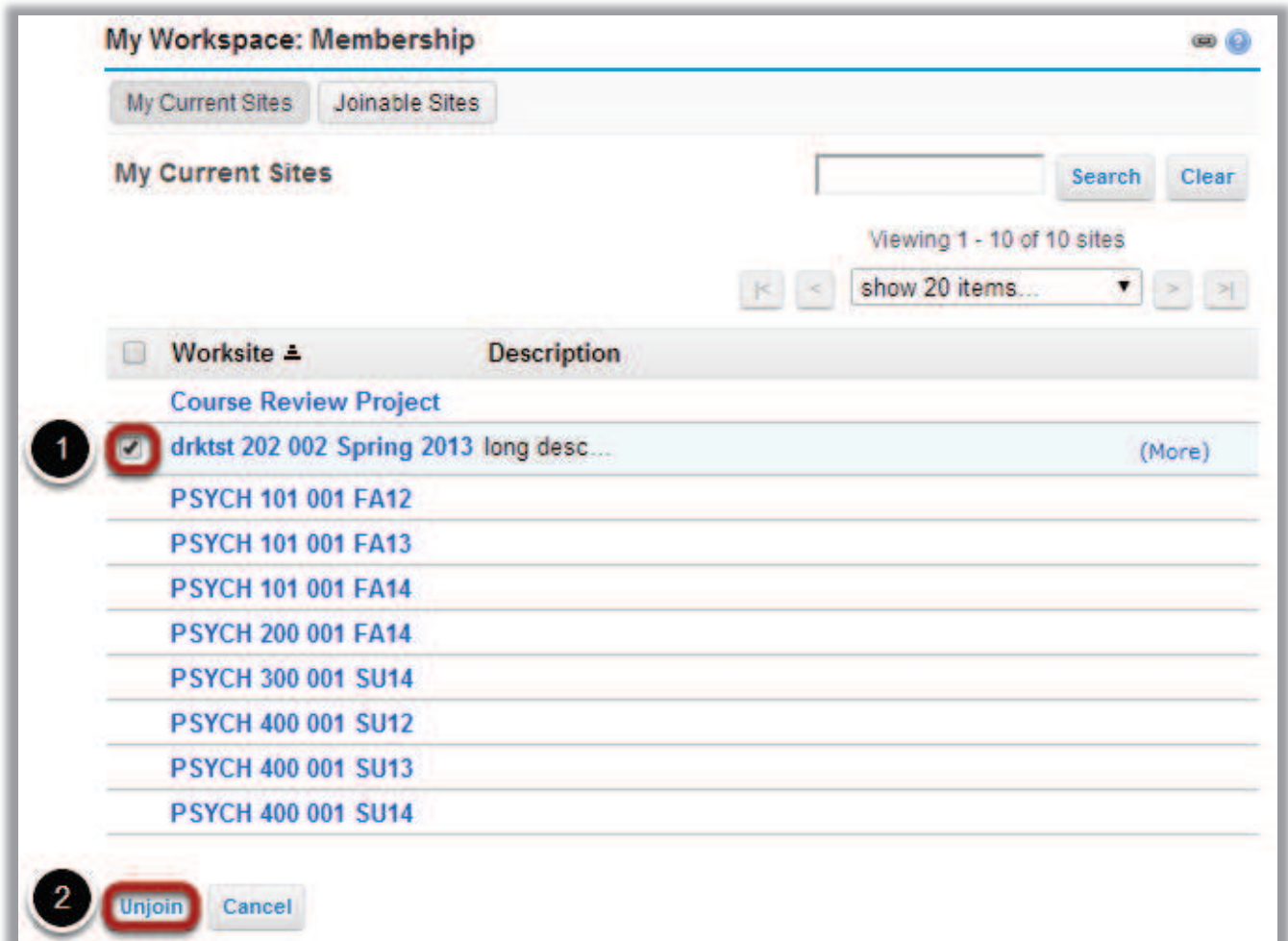
1. You may sort by Worksite or Description by clicking on the column heading.
2. You may also search your list of sites by keyword. This is useful if you have many sites and would like to limit the list by specific criteria.

## Joining Sites.

The screenshot shows the 'My Workspace: Membership' page. At the top, there are two tabs: 'My Current Sites' and 'Joinable Sites'. The 'Joinable Sites' tab is selected and highlighted with a red box and a circled '1'. Below the tabs is a search bar with a 'Search' button and a 'Clear' button. Below the search bar, it says 'Viewing 1 - 3 of 3 sites'. Below that, it says 'The list below includes sites that can be joined.' and there are navigation arrows and a 'show 20 items...' dropdown. Below this is a table with two columns: 'Worksite' and 'Description'. The table contains three rows of data. The first row is 'drkst 202 002 Spring 2013 long desc...' with a '(More)' link. The second row is 'gsilver - project' with the description 'An inscription of AD 102 records a restoration of a portico of S...' and a '(More)' link. The third row is 'mercury site'. Each row has a 'Join' link. The 'Join' link for the first row is highlighted with a red box and a circled '2'.

1. If you would like to view and join sites that are open for self-enrollment in the system, click on the **Joinable Sites** button.
2. You may click on the **Join** link to enroll yourself in any of the joinable sites listed.

Unjoining sites.



If you join a site by mistake, or you no longer wish to be a participant in that site, you may unenroll yourself from the site by:

1. Selecting the check box next to the site name.
2. Clicking on the **Unjoin** button.

*Note: You may only unjoin, or unenroll, from sites in which you have self-enrolled.*