

Registered Visitor Request Form: D2L & IEP





# Registered Visitor Request Form: D2L & IEP

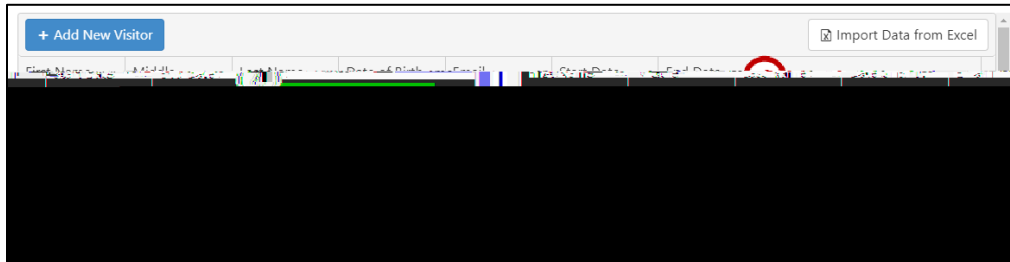
## OwlExpress

	A	B	C	D	E	F	G
1	<b>First Name</b>	<b>Middle</b>	<b>Last Name</b>	<b>Date of Birth</b>	<b>Email</b>	<b>Start Date</b>	<b>End Date</b>
2	Scrappy	T	Owl	4/1/1984	sow1@kennesaw.edu	4/1/2023	4/1/2024

Note

Edit

Delete



Submit

### (Option 2) Manually Add New D2L Only Visitors

Register New D2L Only Visitor



Add New Visitor

Register New Visitors

Enter new visitor data below, or import data from an Excel spreadsheet.

[+ Add New Visitor](#) [Import Data from Excel](#)

First Name	Middle	Last Name	Date of Birth	Email	Start Date	End Date
<b>a</b> <input type="text"/>	<b>b</b> <input type="text"/>	<b>c</b> <input type="text"/>	<b>d</b> <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**e** firstName

First Name

Middle





**(Option 4 ) Reactivate Visitor Access**

Inactive

checkbox  
Reactivate Selected Visitors  
calendar

Reactivate  
[dooraccess@kennesaw.edu](mailto:dooraccess@kennesaw.edu)

**Step 3: Monitor Your Submissions**