Create a Group Set

1. Access the Groups listing page and point to Create Group Set on the action bar to access the drop-down list.

Group Set – Random Enroll

1. On the Create Random Enrollment Group Set page, type a Name and optional Description.
2. Select Yes to make the Group Available. If you do not want the group set to be available at the present time, select No.
3. Select the check boxes for course tools you want to make available to the group set. Select the Grade option and type Points possible for Blogs, Journals, and Wikis, if you want to grade student submissions.
4. Select the check box for Allow Personalization to allow individual group members to add personal modules to the group homepage. Only the group member who added the modules can view them.
5. Under Membership type a number for Number of Students per Group or Number of Groups. Select an option to Determine How to Enroll any Remaining Members in the groups.

6. Click Submit.

Group Set – Self-Enroll

1. On the Create Random Enrollment Group Set page, type a Name and optional Description.
2. Select Yes to make the Group Available. If you do not want the group set to be available at the present time, select No.

3. Select the check boxes for course tools you want to make available to the group set. Select the Grade option and type Points possible for Blogs, Journals, and Wikis, if you want to grade student submissions.

4. Select the check box for Allow Personalization to allow individual group members to add personal modules to the group homepage. Only the group member who added the modules can view them.

5. Type the Name of Sign-up Sheet. Type the Maximum Number of Members.

6. Under Group Set Options type in a number for Number of Groups.

7. Click Submit.

Group Set - Manual Enroll

1. On Create Group Set page, type a Name and optional Description.

2. Select Yes to make the Group Available. If you do not want the group set to be available at the present time, select No.

3. Select the check boxes for course tools you want to make available to the group set. Select the Grade option and type Points possible for Blogs, Journals, and Wikis, if you want to grade student submissions.

4. Select the check box for Allow Personalization to allow individual group members to add personal modules to the group homepage. Only the group member who added the modules can view them.

5. Under Group Set Options type in a number for Number of Groups.

6. Click Submit.