

When students are enrolled in multiple groups, they have to choose which group they intend to interact with—and they don't always choose the right one! By combining students in sets of groups—called *groupings*—you can remove the need to choose and ensure that the right group members engage with an activity.

Generally, the need for groupings falls into one of two scenarios: combining multiple CRNs in one course shell or having different groups of students participate in small group discussions throughout the term. Figures 2 and 3 below show sets of groups within the *groupings* that would make it easy for your students to work with the right group.

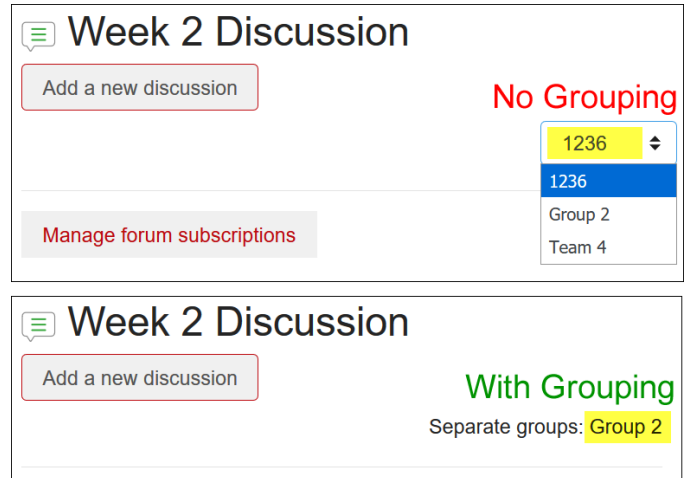


Figure 1: Student View of Forum Group Choices

Typical Scenarios Addressed by Groupings

Combined sections (Figure 2). For this scenario, let's say you have a combined course that represents three different CRNs. You want to create a group for each CRN so that you can record attendance easily and enter grades more quickly for each section. In addition to those large groups, you want to have your students work in small groups of six or eight for weekly discussions. To add to the complexity, you also want students to work on teams of four or five on a term project. You might end up with sets of teams like those shown here in Figure 2. Without tying a specific set of groups to a particular activity, things could get pretty confusing!

CRN Groups	Discussion Groups	Project Teams
<ul style="list-style-type: none"> • 1234 • 1235 • 1236 	<ul style="list-style-type: none"> • Group 1 • Group 2 • Group 3 • Group 4 	<ul style="list-style-type: none"> • Team 1 • Team 2 • Team 3 • Team 4 • Team 5 • Team 6 • Team 7

Figure 2: Sample Groupings—Combined Sections

Mixing it up (Figure 3). In this case, you might want to mix students up for small group discussions over the course of the term, rather than leaving them in the same group for the entire term. If you don't use groupings, students might not choose the correct group for participating in a particular discussion.

Week 2 (W2)	Week 4 (W4)	Week 6 (W6)
<ul style="list-style-type: none"> • W2 Group 1 • W2 Group 2 • W2 Group 3 • W2 Group 4 	<ul style="list-style-type: none"> • W4 Group 1 • W4 Group 2 • W4 Group 3 • W4 Group 4 	<ul style="list-style-type: none"> • W6 Group 1 • W6 Group 2 • W6 Group 3 • W6 Group 4

Figure 3: Sample Groupings—Mixing It Up

Create Groupings

1. Click on **Participants** in the left navigation panel, then click on the admin gear in the upper right corner and select **Groups**.
2. Click on the tab labeled **Groupings** (Figure 4).
3. Click on the **Create grouping** button.

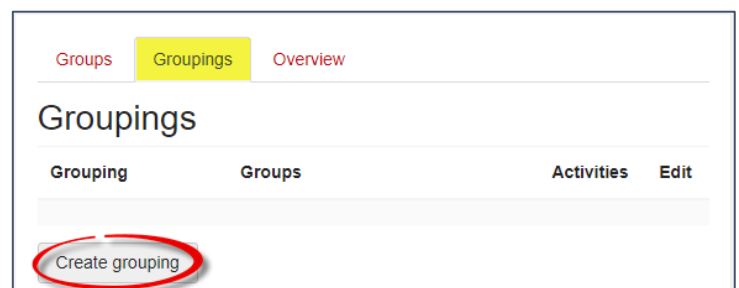


Figure 4: Create Grouping

Managing Groups with Groupings

4. Enter a name for the grouping and a description, if desired.
5. **Save changes.**

Create as many groupings as you need (one for group discussions, one for CRNs, etc.).

Once you have created groupings, you're ready to assign each set of groups to its related grouping.

Assign Groups to Groupings

1. On the **Groupings** page, click on the **Show groups in grouping** icon associated with a grouping (Figure 5).

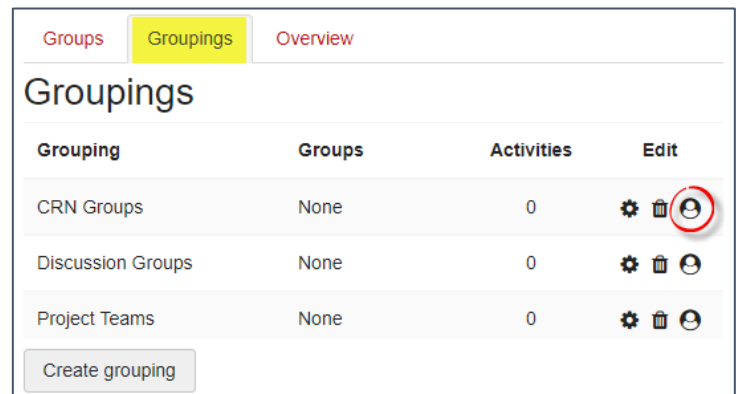


Figure 5: Show Groups in Grouping

2. On the **Add/remove groups** page, select the groups that belong in the selected grouping and click on **◀ Add** (Figure 6).

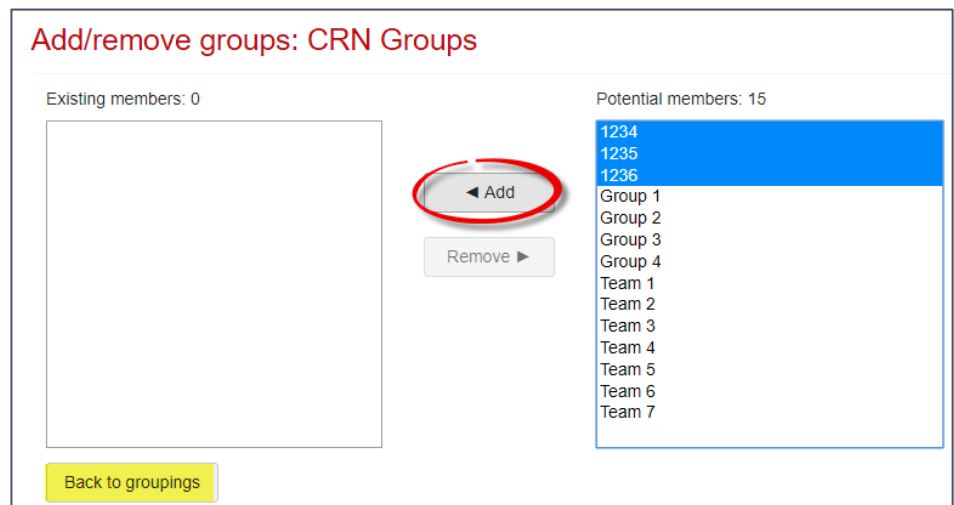


Figure 6: Select & Add Groups to Grouping

4. Back on the **Groupings** page (Figure 7), you can review the groups added to each grouping. Note that a count of the activities to which you have assigned a grouping will be kept in the **Activities** column.

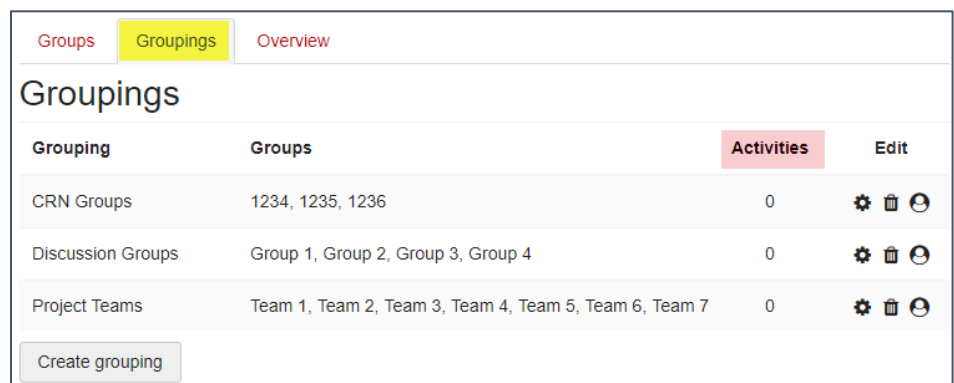


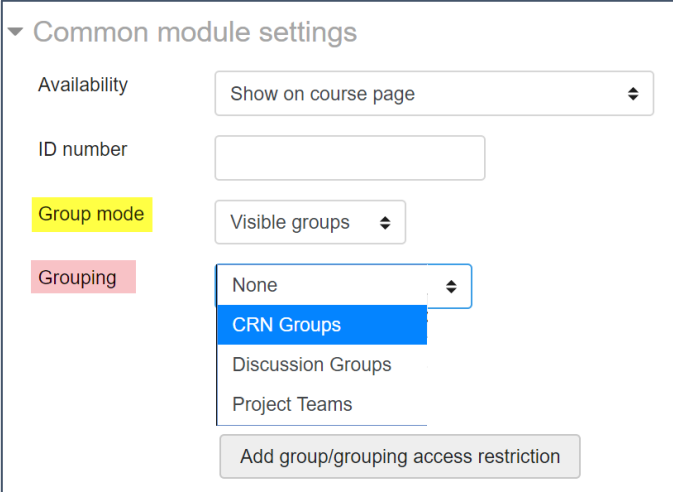
Figure 7: View Groups in Groupings

Managing Groups with Groupings

Apply Grouping Settings to Activities

When you have finished assigning groups to your groupings, you can designate a specific activity for a particular set of groups. To do so:

1. Create an activity (or update an existing one).
2. In the **Common module settings** options area, choose **separate groups** or **visible groups** from the **Group mode** pull-down menu (Figure 8).
3. In the **Grouping** field, select the grouping that represents the set of groups that you want to participate in the activity.



The screenshot shows the 'Common module settings' section of a course page. It includes the following fields:

- Availability:** A dropdown menu set to 'Show on course page'.
- ID number:** An empty text input field.
- Group mode:** A dropdown menu set to 'Visible groups'.
- Grouping:** A dropdown menu with 'CRN Groups' selected. Other options include 'None', 'Discussion Groups', and 'Project Teams'.
- Add group/grouping access restriction:** A button at the bottom of the section.

Figure 8: Assign Grouping

Once you have assigned a grouping to an activity, the name of the grouping will be displayed in parentheses on your course page as shown in Figure 9, but it will not be visible to students.

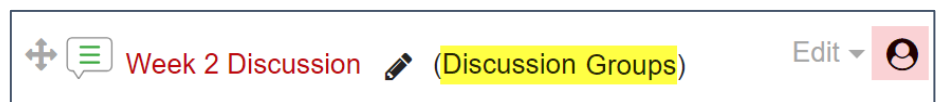


Figure 9: Grouping Displayed on Course Page

Note #1: When you switch to student view, any modules restricted to groupings will not be visible to you, since you don't belong to the groups that comprise the grouping.

Note #2: If students belong to more than one group, be sure to designate a grouping in addition to the group mode in any new group activities you create. Otherwise, students will have to choose if they should be participating with, for instance, CRN 1234, Group 2 or Team 6 (as shown in Figure 1 above).