

# Course Site - Groups

## Groups

Use Groups to present the same Activity for every group and allow the instructor to view gradebook and activities by group.

Students may be placed in Groups within a course. They can then be used to limit shared activities, like Forums, to the smaller groups, rather than the entire class. The specifics of how Groups actually work is very dependent on the type of Activity, Resource, or Group Mode that is used. Groups can be used on both the Course level and the Activity level. **One important item to remember is that using a Group Mode allows the exact same resources or activity to be presented to groups in a course for smaller working groups.** The key concept is that the materials and activities are the same for each group. Here are some common uses of groups taken from the [Moodle documentation for Groups](#):

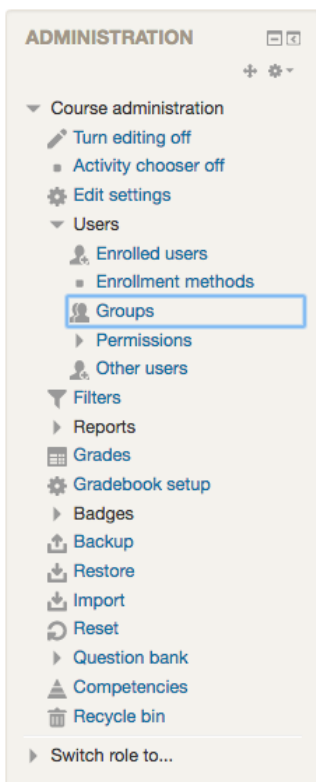
- You are a teacher in a course where you have several classes and you want to filter your activities and gradebook so you only see one class at a time.
- You are a teacher sharing a course with other teachers and you want to filter your activities and gradebook so you don't see the students from your colleagues' classes.

## Using Groups to Restrict Access to Content

Please see [Assignment Restrictions](#) for details about using groups to restrict access to Assignments. For other activities, resources, and topics areas, use the Restrict Access section to add restrictions based on group membership, among other criteria.

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Under Administration goto Course Administration>Users>Groups



Click Create group

## Jason Grades Test Couse Groups

Groups:	Members of:
<input type="text"/>	<input type="text"/>
<input type="button" value="Edit group settings"/>	<input type="button" value="Add/remove users"/>
<input type="button" value="Delete selected group"/>	
<input type="button" value="Create group"/>	
<input type="button" value="Auto-create groups"/>	
<input type="button" value="Import groups"/>	

Give the group a name and complete the Create group canvas.

▼ General

Group name\*

Group ID number ?

Group description

Rich text editor toolbar with icons for font color, bold, italic, bulleted list, numbered list, link, unlink, insert link, insert image, insert table, insert video, underline, strikethrough, subscript, superscript, font color, background color, bulleted list, numbered list, and indent.

Large empty text area for the group description.

Enrollment key ?

  Unmask

Back in the groups listings, highlight the group you want to add members to by clicking on it, and click Add/remove users.

## Jason Grades Test Couse Groups

Groups:

Group 1 (0)

Edit group settings

Delete selected group

Create group

Auto-create groups

Import groups

Members of: Group 1 (0)

Add/remove users

Under the Potential members list, choose the members you want to add to group. You can hold shift down to select multiple users in a row or CTRL (Windows) or Command(Mac) to pick random users. Highlight the users and click Add.

# Add/remove users: Group 1

Group members		Potential members	Selected user's membership:
<p>None</p> <p>Search <input type="text"/> <input type="button" value="Clear"/></p> <p>Search options <span>▼</span></p> <ul style="list-style-type: none"><li><input type="checkbox"/> Keep selected users, even if they no longer match the search</li><li><input type="checkbox"/> If only one user matches the search, select them automatically</li><li><input type="checkbox"/> Match the search text anywhere in the displayed fields</li></ul> <p><input type="button" value="Back to groups"/></p>	<p><input type="button" value="◀ Add"/> <input type="button" value="Remove ▶"/></p>	<p>Student (7)</p> <ul style="list-style-type: none"><li>Ilana Key (ilk204@lehigh.edu) (0)</li><li>Carlene Klimash (cck208@lehigh.e</li><li>Jason_Slipp Student Slipp_Student (jaso</li><li>Moodle Student (coursesitestu3@g</li><li>WP1 Student (indetech@lehigh.edu</li><li>Coursesite Student2 (coursesitestu</li><li>Sherri Yerk-Zwickl (shy2@lehigh.e</li></ul> <p>Site Leader (1)</p> <ul style="list-style-type: none"><li>Jason Slipp (jqs7@lehigh.edu) (0)</li></ul> <p>Multiple roles (1)</p> <ul style="list-style-type: none"><li>William Hark (wjh204@lehigh.edu)</li></ul> <p>Search <input type="text"/> <input type="button" value="Clear"/></p>	

Your users will be moved over to the Group members field. You can click Back to groups.

Group members

**Site Leader (1)**  
Jason Slipp (jqs7@lehigh.edu)

**Student (2)**  
Ilena Key (ilk204@lehigh.edu)  
Coursesite Student2 (coursesitestu

**Multiple roles (2)**  
William Hark (wjh204@lehigh.edu)  
Carlene Klimash (cck208@lehigh.e

Search

Search options ▼

Keep selected users even if they no

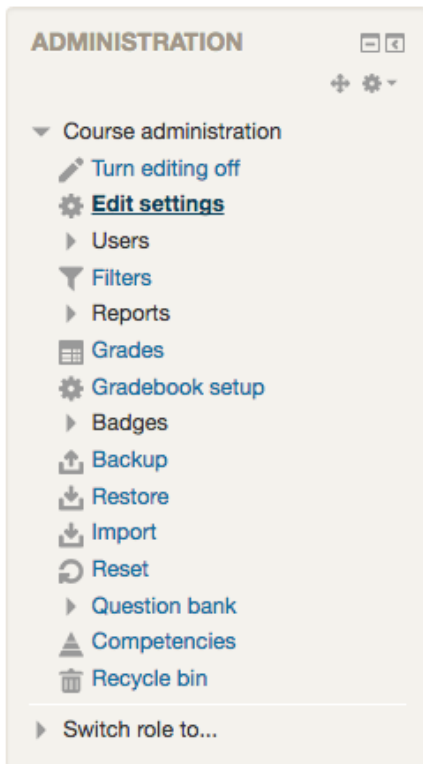
You will then see your groups listed and when you click on the group the associated members will show up in the right-hand field.

# Jason Grades Test Course Groups

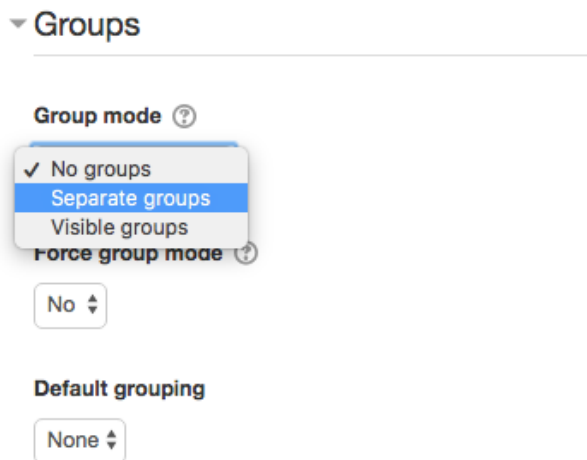
Groups:	Members of: Group 1 (5)
<div style="border: 1px solid black; padding: 5px;"><b>Group 1 (5)</b></div>	<div style="border: 1px solid black; padding: 5px;"><b>Site Leader</b> Jason Slipp <b>Student</b> Ilana Key Coursesite Student2 <b>Multiple roles</b> William Hark Carlene Klimash</div>
<div style="border: 1px solid black; padding: 5px; margin-top: 10px;"><a href="#">Edit group settings</a></div> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"><a href="#">Delete selected group</a></div> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"><a href="#">Create group</a></div> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"><a href="#">Auto-create groups</a></div> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"><a href="#">Import groups</a></div>	<div style="border: 1px solid black; padding: 5px; margin-top: 10px; text-align: center;"><a href="#">Add/remove users</a></div>

Once you have your groups set up, you need to do one last step and set your course to handle Separate Groups.

Under Administration goto Course administration>Edit Settings



In the Edit settings, find the Groups section and click on "Groups" to expand the sections. Change the Group mode to Separate groups.



Save your changes.

Once groups are established, you will be able to filter your gradebook to show only a certain group.



# Grader report

View Setup Scales Letters Import Export





















Grader report Grade history Outcomes report Overview report Single view  
User report

Separate group

- ✓ All participants
- Book Editors
- Group 1

## All participants

First name :  
All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z  
Last name :  
All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

			Jason Grades Test Course	
Last name	First name	Email address	Test	SCORM Test
 TA	EXCBE	  jasonslipp5@gmail.com	10.00 	- 
 William	Hark	  wjh204@lehigh.edu	11.00 	- 
 Margaret	Kane	  make@lehigh.edu	20.00 	- 
 Ilana	Key	  ilk204@lehigh.edu	50.00 	- 

Send email via [Quickmail](#) to specified groups

No filter

### Potential Sections

- All Sections
- Group 1
- Not in a section

### Potential Recipients

- William Hark (Group 1)
- Ilena Key (Group 1)
- Carlene Klimash (Group 1)
- Jason\_Student Slipp\_Student (Not in a se
- Moodle Student (Not in a section)
- WP1 Student (Not in a section)
- Coursesite Student2 (Group 1)

As well as set up submission settings within group assignments.

## Group submission settings

Students submit in groups ?

No

Require group to make submission ?

No

Require all group members submit ?

No

Grouping for student groups ?

None