

## Creating Groups and Group Assignments in Moodle

First you will want to create your groups and add students to the appropriate groups. Each student can be placed in more than one group.

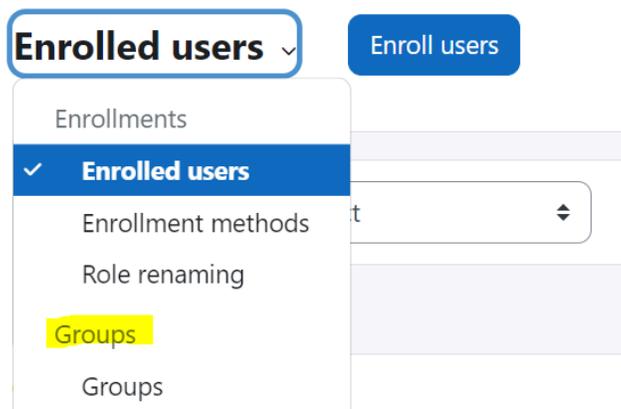
### Creating Groups

1. In your Moodle course, click on the **Participants** menu at the top of the course

#### Beckys Test Course

Course Settings **Participants** Grades Reports More ▾

2. Click on the **Enrolled users** dropdown menu and choose **Groups**



3. Select **Create group** at the bottom of the Groups screen

#### Manage

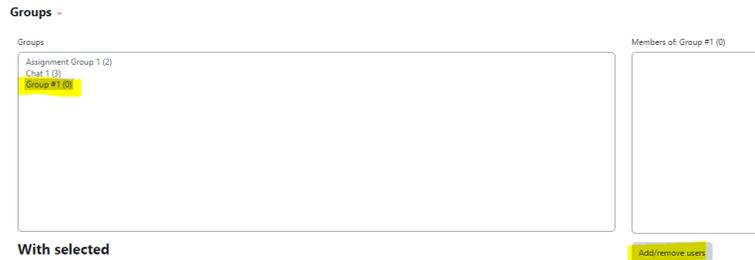
Create group

Auto-create groups

Import groups

4. Complete the **General** information about the group (only the name is required) and **Save changes**.
5. Add users to the group

- After you have created your groups, you will want to click on the individual group name in the Groups window to highlight it and then select **Add/Remove Users** to add participants.

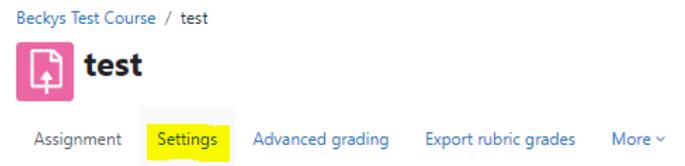


- Select the potential members and click Add to add them to the group.

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## Assign a Group(s) to a specific Assignment/Quiz/Forum

1. Once you have an activity (assignment, quiz, forum, etc.) created and wish to assign it to a particular group (example just the graduate students in your course), you will want to go to the activity and click **Settings** from the menu bar.



2. Scroll down to and open **Restriction Access**.
3. Select **Add Restriction > Groups**

### Add restriction...

Activity completion	Require students to complete (or not complete) another activity.
Date	Prevent access until (or from) a specified date and time.
Grade	Require students to achieve a specified grade.
Group	Allow only students who belong to a specified group, or all groups.
User profile	Control access based on fields within the student's profile.
Release code	This course item will not be available to students until the student acquires a specific release code.
Restriction set	Add a set of nested restrictions to apply complex logic.

Cancel

4. You will want to select the group from the drop down that you wish to have this activity to be assigned to.

Student must match the following

Group Graduates

Add restriction...

5. Scroll down and select **Save and Return to Course**. The activity will now only be visible by students within the group that it is assigned and will also only count towards the grade of the students it is assigned to.

## Group Projects and Forums

*For additional questions or concerns regarding these settings please contact the Help Desk at [helpdesk@elms.edu](mailto:helpdesk@elms.edu)*