

Set up your groups:

1. In the people tab, click +Group Set.
2. Group set-up:
 - a. Name the group
 - b. Choose whether the students will sign themselves up to a group or if that will be done for them. Also mark here whether you want them to only be grouped with kids in the same section or if they can be overlapped.
 - c. If you choose to assign their groups, choose how you want that to be done:
 - i. Create groups later - This allows you to manually divide the students after creating the group set.
 - ii. Split students by number of groups - You choose how many groups you want total. Canvas will evenly split students into those groups.
 - iii. Split groups by number of students - You choose how many students you want in each group. Canvas creates the correct number of groups and divides the students into them.

Create your group assignment:

1. Create a new assignment. All assignment settings will function the same as an individual assignment.
2. Click the option for "This is a Group Assignment" so it is activated.
3. Choose whether you want each student to get their own grade (they will still be linked to the same submission) or if you want to assign one group grade by clicking the "Assign Grades to Each Student Individually" on or off.
4. Use the Select a group category drop-down to choose the groupings you just created.
5. Save your settings.