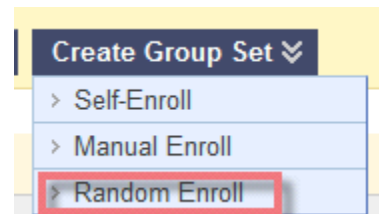
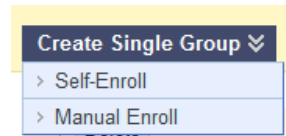


Adding Groups in Blackboard:

- Instructors can create groups in which students can collaborate on work. You can create groups one at a time or in sets, and can designate them as Self-Enroll (students can add themselves) or Manual Enroll (you, the instructor, assign students).
- To create groups one at a time, first make sure you are in the course you would like to work in with the Edit Mode set to ON, and then select Groups under the Users and Groups section of the Control Panel.
- In the Groups page, mouse over the Create Single Group button and select either Self-Enroll or Manual Enroll.
- Then, give the group a name and type in a description, and then decide whether or not to make this group available.
- Choose which tools you would like to make available to the group: blogs, collaboration, discussion board, email, file exchange, tasks, my scholar home, and/or scholar course home. You can allow individual group members to personalize their group space modules.
- If you decided to manually enroll students, you will need to select the students you would like to be included in this group.
- If you decided to allow your students to enroll into the groups themselves, you will have to create a sign-up sheet by giving it a name and description, determine the maximum number of members each group should have, decide whether or not to allow students to see the names of other members in a group before they sign up, and decide whether or not to allow students to sign up from the Groups Area (the default for this is Yes).
- Select Submit to finish.
- Another new feature is to allow Blackboard to randomly set up Groups. To do this click on Create Group Set and choose Random Enroll.



4. Membership	<p>Automatic distribution applies only to students who are currently enrolled in the course. Additional students may be enrolled manually.</p> <p>★ Determine Number of Groups by</p> <p> <input checked="" type="radio"/> Number of Students per Group <input type="text"/> <input type="radio"/> Number of Groups <input type="text"/> </p> <hr/> <p>★ Determine How to Enroll any Remaining Members</p> <p> <input checked="" type="radio"/> Distribute the remaining members amongst the groups <input type="radio"/> Put the remaining members in their own group <input type="radio"/> Manually add the remaining members to groups </p>	<p>In this area you let the computer know the amount of groups you want created or the number of students per group.</p>
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