

Groups

The **Groups** feature allows an instructor to assign instructors and students to a group within a course. Participants in a course can belong to more than one group. Specific activities can be given to specific groups by the instructor. Click on **Groups** under the **Administration** block to go to the Groups edit page.

The Groups edit page has **two columns**:

- *Groups* - A list of groups available for this course.
- *Members of* - When you select a group this column will display the members of that group

To create new groups, click on **Create group**, in the create group page enter the group name in the text box. You can also add description and an image to this group. Once you are done click on **Create group**.

To add a participant(s) to a group, first select the group from the Groups column, then under the column **Members of** click on the **Add/remove users** button. In the Add/remove users page select the course participant's name from the second column (use shift or ctrl for multiple selections), then click on the Add button (◀). Participants are now added to the group.

To remove participant(s) from a group, from the Add/remove users page select the course participant's name from the first column (use shift or ctrl for multiple selections), then click on the Remove button (▶). Participants are now removed from the group.

Group modes

The group mode can be defined at two levels:

- **Course level** - the group mode defined at the course level is the default mode for all activities defined within that course. This is determined in the course settings
- **Activity level** - each activity that supports groups can also have its own group mode defined. If the course setting "Force group mode" is set to "Yes" then the option to define the group mode for individual activities is not available i.e. there is no Groups icon next to activities on the course page.

There are three group modes:

No groups

There are no sub groups, everyone is part of one big community.

Separate groups

Each group can only see their own group, others are invisible.

Visible groups

Each group works in their own group, but can also see other groups.