

### Introduction

The Groups option provides a way for students to work together on activities. It can be applied to specific activities to create an environment for small-group participation rather than interaction among the entire class or to switch the group membership per activity. The Groupings option allows you to create groups of groups. In the following example, two groupings have been created, “Team Activities” and “Forum Activity”. Two groups have been created for each grouping. The groups for the “Team Activities” grouping are titled “Group One” and “Group Red.” Groupings are only necessary if you wish to divide students differently for different activities.




The screenshot shows the Moodle Groupings interface. At the top, there are tabs for 'Groups', 'Groupings', and 'Overview'. The main heading is 'Groupings'. Below it is a table with the following data:

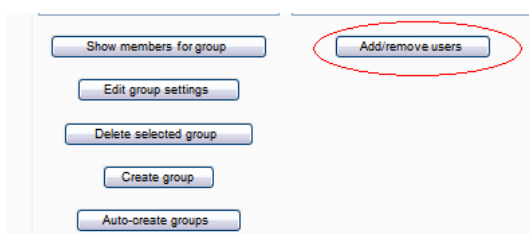
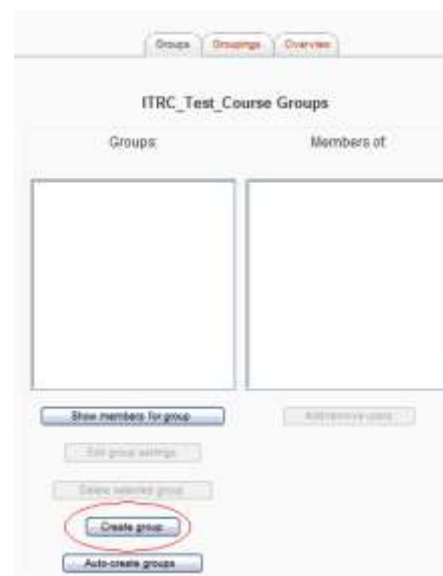
Grouping	Groups	Activities	Edit
Forum Activity	Group Blue, Group Red	0	✖ ✕ ↺
Team Activities	Group One, Group Red	0	✖ ✕ ↺

Below the table is a 'Create grouping' button.

### Groups

The Groups feature applies to all of the Moodle activities within a course, such as a forum. If you are only creating one set of groups for your course or if you will want to use Groupings, you will begin by creating groups. You can choose to create the groups manually or have Moodle do it automatically via the **Auto-create groups** option.

1. To create groups, go to the **Administration** block, and click on  **Groups**.
2. Begin by selecting the “Create group” button.
  - a. Name each of your groups and click on the “Save changes” button. After each group is created, you will see your new group listed in the groups list.
  - b. “Show members for group” will give you options to edit group membership. To add members to your group, click on the “Add/remove users” button.
  - c. You will see a list of the participants in your course. Select the name of a student and click “Add.” When finished, select “Back to groups.”





3. If you would like Moodle to create the groups click on the “Auto-create groups” button from the main Groups page.

- a. Using the Specify dropdown box, choose the number of groups you want or the number of members each group should have.



- b. Enter the number in the “Group/member count” box.

- c. “Naming scheme” will create the group names for you. Enter “Group @” to name your groups Group A, Group B, etc. If you enter “Group #” your groups will be Group 1, Group 2, etc.

**Auto-create groups**

**Auto-create groups** + Show Advanced

Select members from role

Specify

**Group/member count**

**Naming scheme**

Create in grouping

Grouping name

There are required fields in this form marked.



4. The group mode can be defined at the Course level or the Activity level.

- a. The group mode defined at the course level is the default mode for all activities defined within that course. This is done in the course settings page.
- b. Each activity that supports groups can also define its own grouping mode. If the course is set to "force group mode" then the setting for each activity is ignored.

- c. If Groups settings are defined at the course level, Groups settings for a particular activity cannot be modified without changing the course settings.

## Groupings

If you want more than one set of groups (Groupings) established, it is recommended that groupings are created after you have identified your groups.

1. First, you will need to establish the groupings for your class. Under the **Administration** block, click  **Groups**.
2. Click on the “Groupings” tab near the top of the page. It is the middle tab.
3. Next click “Create Grouping.” Here you will need to provide a name for your grouping. This name will help you to identify which set of groups will be used in your activities. For example, you could create a grouping called “Lab Assignments”. Once you have given your grouping a name click on the “Save changes” button.
4. You should now see your grouping listed with “None” under the “Groups” column. Click the  icon under the Edit column to add groups to this grouping.
5. Add the groups to the Grouping by selecting the group and clicking the “add” button. When you are finished, click on the “Back to groupings” button.

## Using Groups & Groupings

Once the groups and groupings have been created, you may apply the group mode to your activity under the **Common module settings** for that activity.

1. For Groups you will need to change the “Group mode” settings.
  - a. “No groups” will create a whole-class activity
  - b. “Separate groups” will allow group members to view activity in their group alone. Participation in all other groups will be hidden.
  - c. “Visible groups” will allow members to participate in their assigned groups, but also allow activity to be viewed by other groups.
2. If Groupings have been established, consider the settings for this activity.
  - a. If one of the two group modes is chosen and this setting is set to “none,” all groups will be used for the activity.
  - b. If a grouping is chosen, then only groups in that grouping will be used.
3. If some individuals enrolled in the class have not been placed in a group, they will be excluded from participation if “Available for group members only” is selected.



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