



## Training Manual: Group Assignment and Grouping

### Document Detail

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**This guide relates to the use of LMS ([www.lms.nust.edu.pk](http://www.lms.nust.edu.pk)) for setting up, managing group assignment & grouping creation.**

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## 1. Group Assignment:

**1.1 Groups:** A teacher may organize students/users into groups within the course or within particular activities.

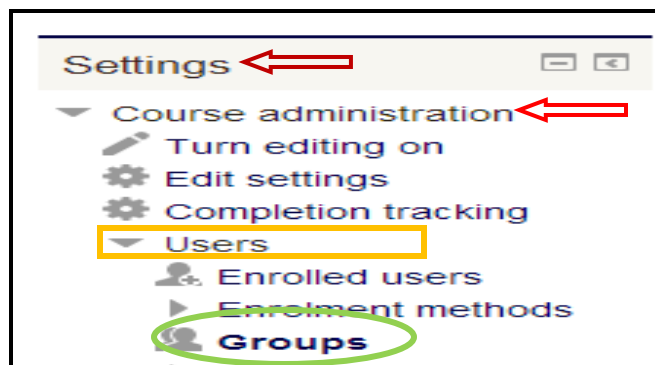
### 1.2 Why use groups?

Groups can be created due to following reasons.

- You want to allocate a particular activity or resource to a set of students/users and you don't want others to see it.
- You are a teacher in a course where you have several class sections and you want to filter your activities and grade book so you only see one class section at a time.
- You are a teacher sharing a course with other teachers and you want to filter your activities and grade book so you don't see the students from your colleague's classes.

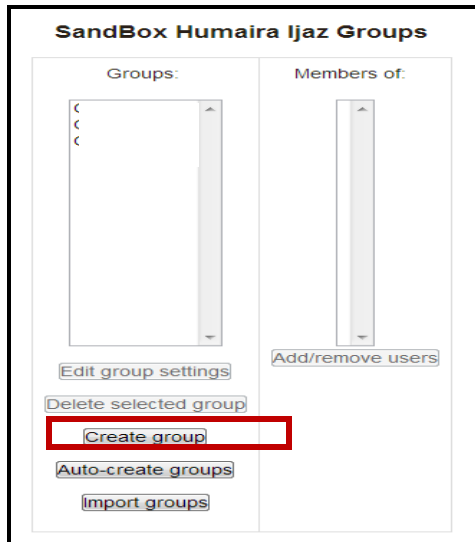
### 1.3 How to create a group?

- In your course click on the "groups" button in "Settings Block".



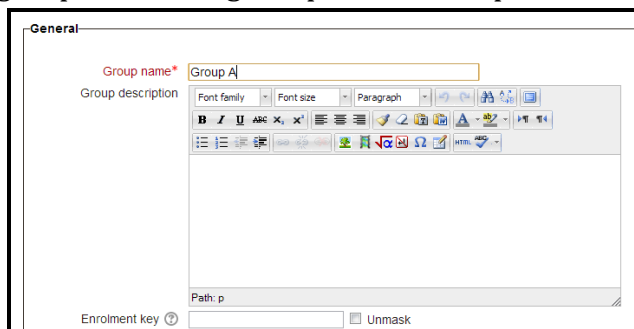
**Figure 01: Course Home Page>Settings Block>Course administration>Users> Groups**

- You will be directed to Group Settings page. Click on "create group" tab.




**Figure 02: Course Home Page>Settings Block>Course administration>Users>Groups>Create Group**

- Add a group name and give optional description



**Figure 03: Course administration>Users>Groups>Create Group>General Settings**

- Click on the “Save changes”  tab.



**Figure 04: Course administration>Users>Groups>Create Group>General Settings>Save Changes**

- Select the group to which you want to add students, then click the Add/remove users button

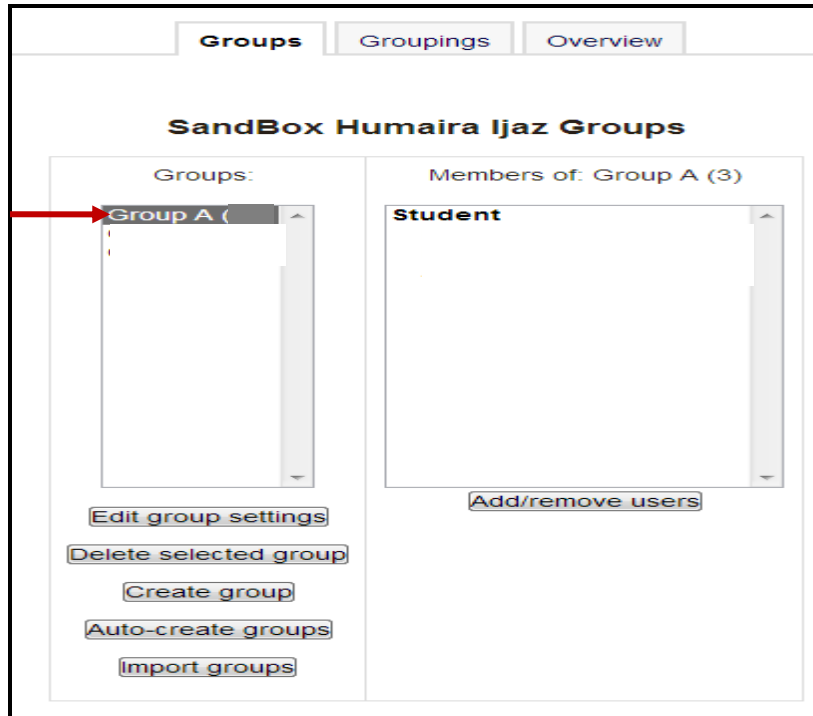


Figure 05: Groups>Create Group>General Settings>Save Changes>Group A

- From the "Potential members" list, select the students you want to add to the group and click on "Add".

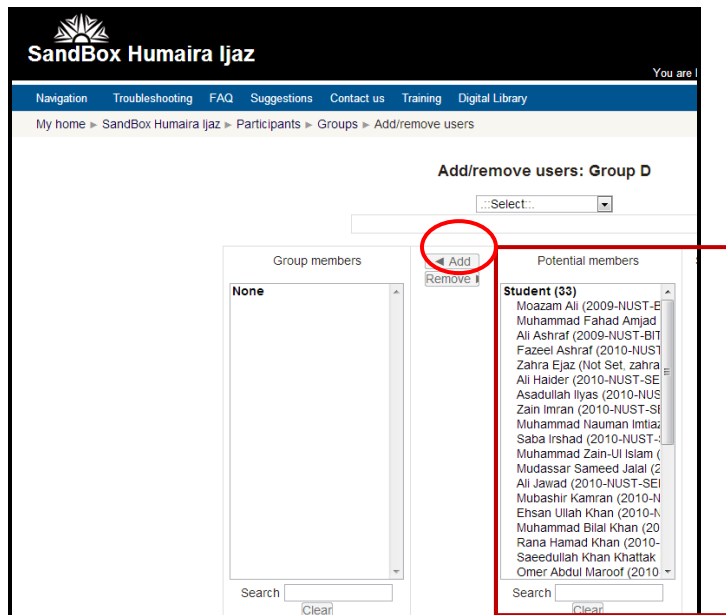


Figure 06: Select students from the list>Add

Back to groups

- Then click on “Back to groups” tab.

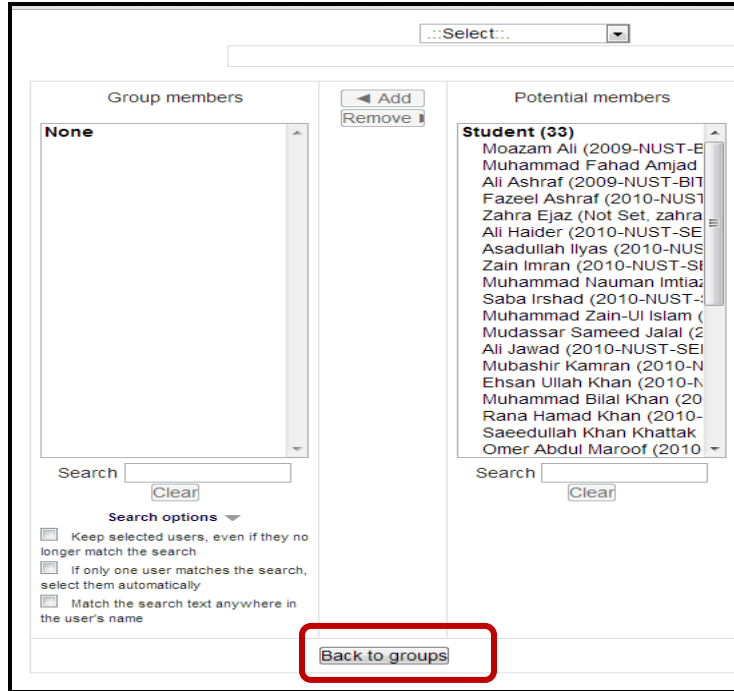


Figure 07: Select students from the list>Add>Back to groups

- Then “Group A” will be created

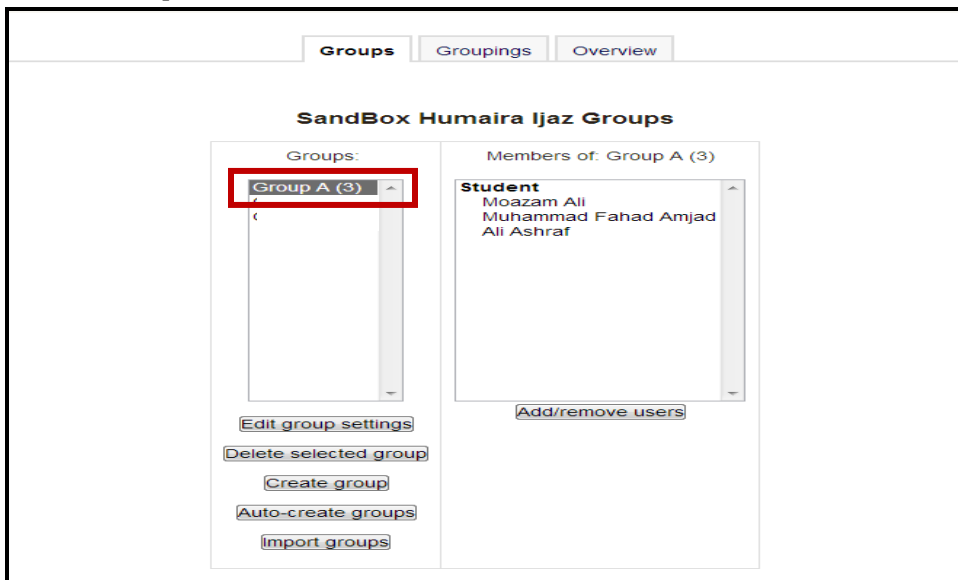

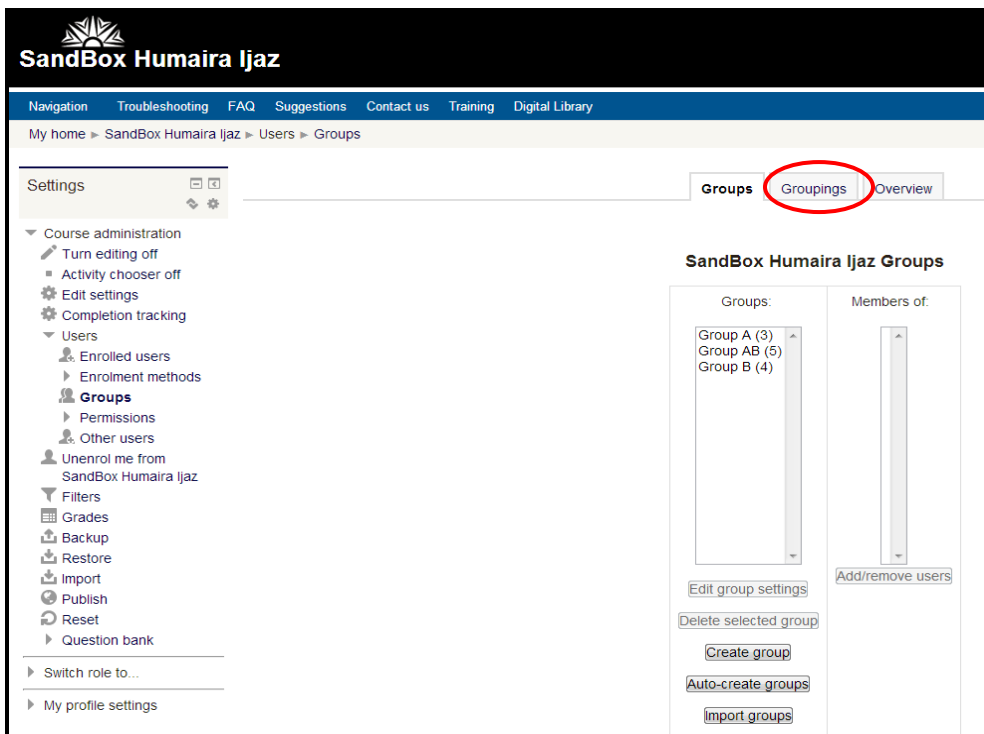


Figure 08: Group Creation

**2. Grouping:** If you want to make an activity (such as an assignment or a quiz) visible to only one set of users within a course, you need first to put the users into a group and then put them into a grouping.

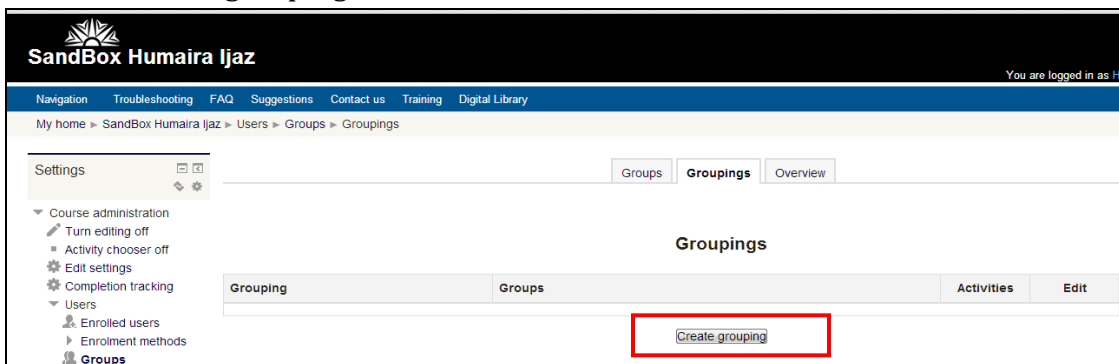
**2.1 Adding groups to a grouping:** To add groups to a grouping:

- In your course, click Settings Block>Course administration>Users>Groups. Click the groupings  tab.



**Figure 09: Settings Block>Course administration>Users>Groups>Groupings**

- Click on “create grouping”  tab.



**Figure 10: Users>Groups>Groupings> Create Grouping**





➤ Then click on “Add”.

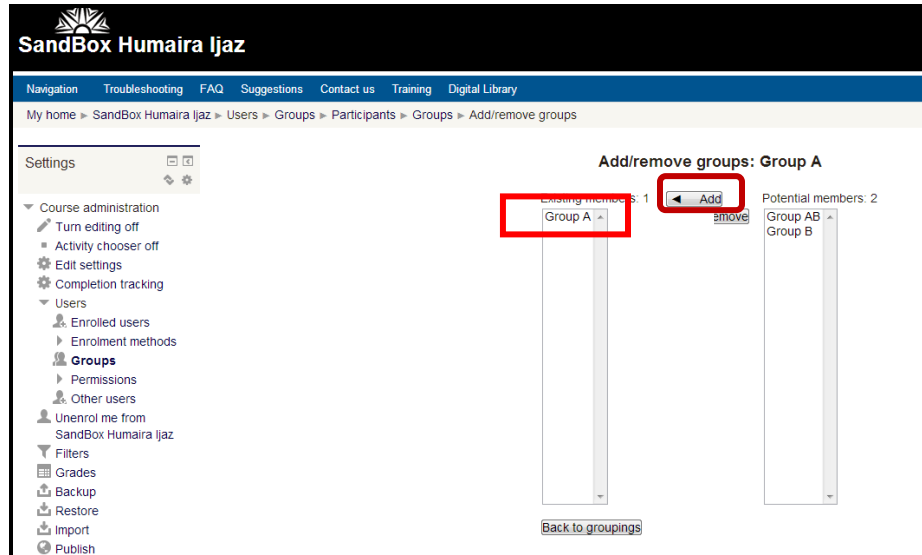
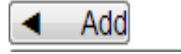


Figure 13: Select Group A>Add

➤ Then click on “back to groupings”  tab.

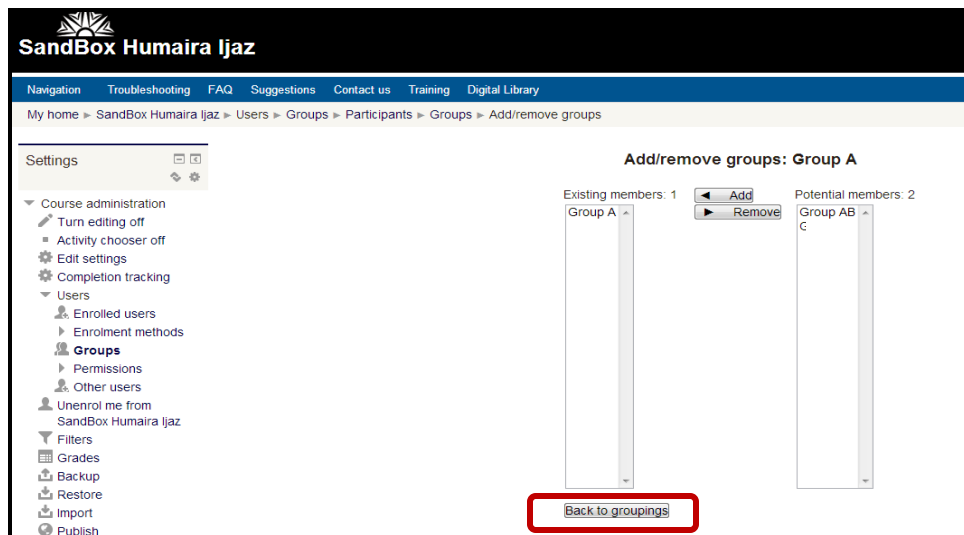


Figure 14: Select Group A>Add>Back to grouping

- Groupings of group A will be created.

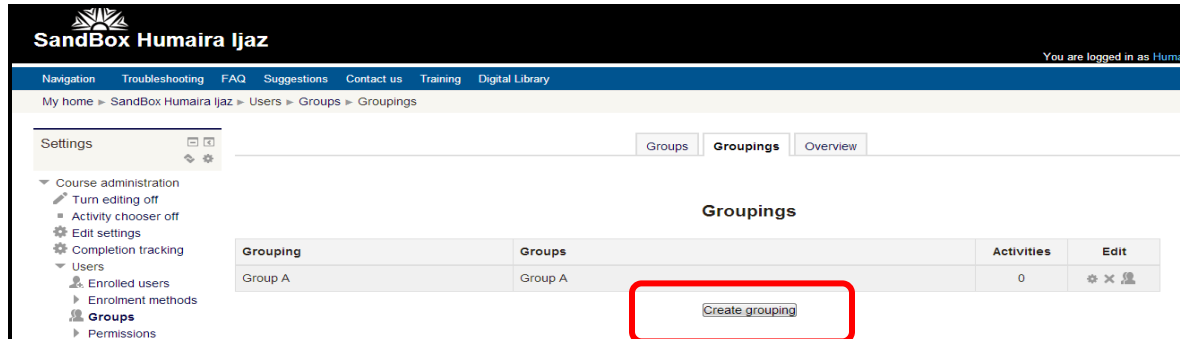


Figure 15: Grouping created

**2.2 Grouping for student groups:** This is the grouping if a teacher wants to give an assignment in to groups. Teacher may create groups and grouping. In “Assignment Settings”, it will appear under the option of “Grouping for student Groups”.

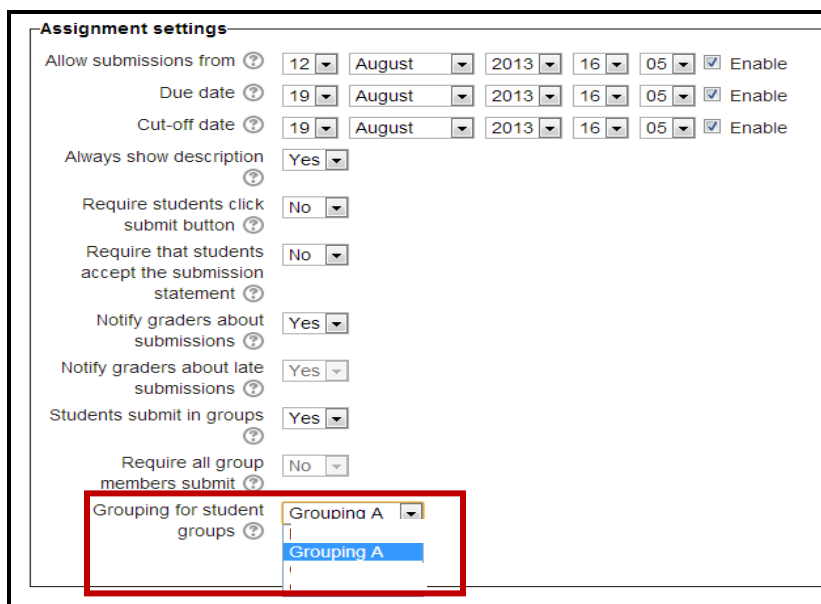


Figure 16: Grouping for student Groups