Quick Guide: How to Create Self-Enrollment Groups

You can create groups to help organize students for collaborative activities. Students can select their group preference if you create the group set to allow for self sign up.

1. Navigate to your course space, then click on People in the Navigation menu. Click the View User Groups button at the top right of the page.

2. Click the + Group Set button at the top right.

Student groups are a useful way to organize students for things like group projects or papers. Every student group gets their own calendar, discussion board and collaboration tools so they can organize themselves and work together more effectively.

You can randomly assign students to groups of a specific size, or manually create and organize the groups. Once your groups are created, you can set assignments to be “group submission” assignments, which means each group will have one submission for all users of that group.
3. Choose a name and group structure (e.g., number of groups, and member limit). Check the “Allow self sign-up” box. and then click **Save**.

![Create Group Set](image)

**Note:** Students can sign up for their own groups by following steps 1 and 2. They can also continuously move from group to group. Self sign-up can be disabled after all students are placed in groups by clicking the pencil icon at the top of the page next to the group set name, and unchecking the “Allow self sign-up” box.