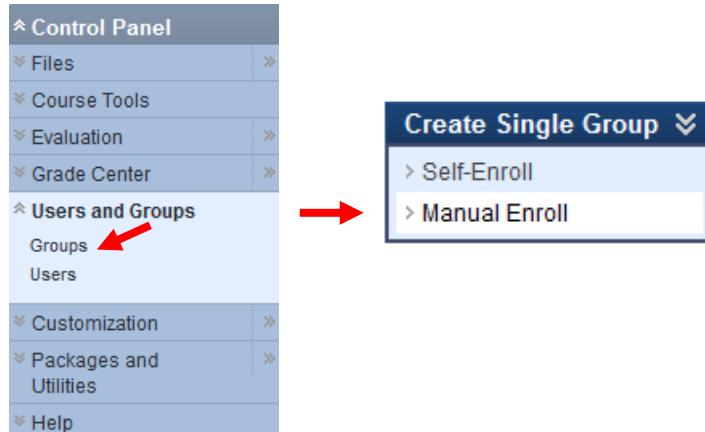
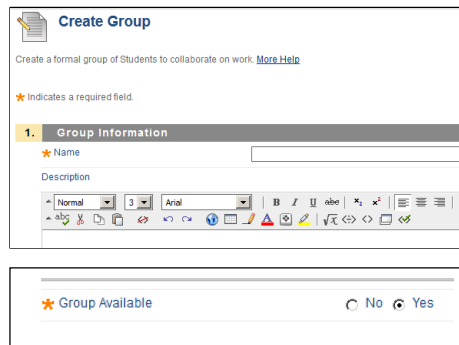
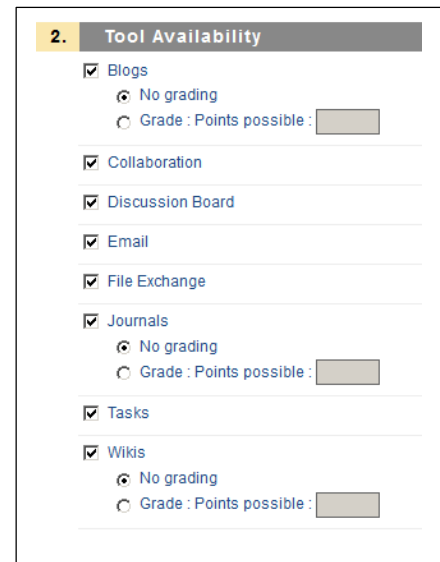


You can use the *Groups* feature to provide students with their own place to share files, conduct asynchronous discussions, plan for presentations, email each other, and create/submit group projects and assignments. Groups can be created one at a time or in sets. Groups can be designated as Self-Enroll, allowing students to add themselves to a Group, or Manual Enroll, having the Instructor assign students to a Group. Students can only access the group they are assigned to. These instructions show you how to create groups and manually enroll them. [Blackboard Video Tutorial](#)

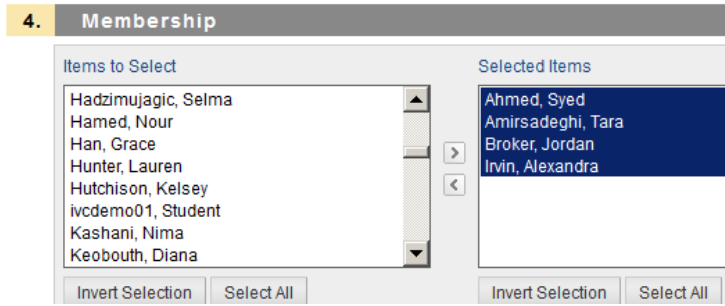
1. In the Control Panel, under Users and Groups, click on **Groups**.
2. Under Create Single Group, click on **Manual Enroll**.



3. Complete sections 1 and 2:


4. In section 4, select the students you want to assign for the group.



4. Membership

Items to Select

- Hadzimujagic, Selma
- Hamed, Nour
- Han, Grace
- Hunter, Lauren
- Hutchison, Kelsey
- ivcdemo01, Student
- Kashani, Nima
- Keobouth, Diana

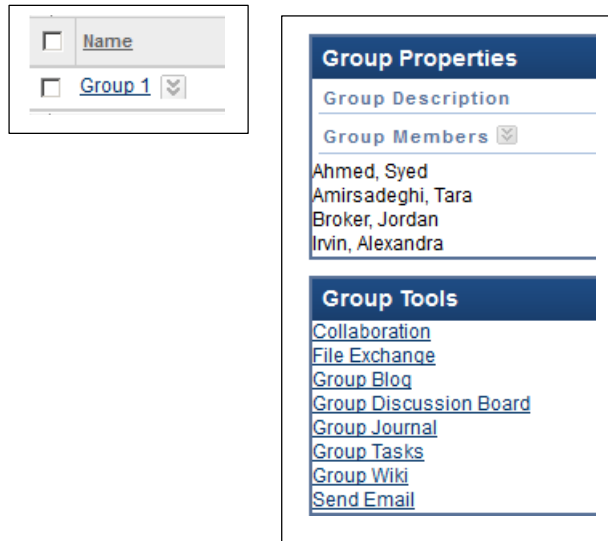
Selected Items

- Ahmed, Syed
- Amirsadeghi, Tara
- Broker, Jordan
- Irvin, Alexandra

Invert Selection Select All Invert Selection Select All

5. Click on **Submit** to create the group.

Repeat these steps to create additional groups for your class.



Name

Group 1

Group Properties

Group Description

Group Members

Ahmed, Syed
Amirsadeghi, Tara
Broker, Jordan
Irvin, Alexandra

Group Tools

- [Collaboration](#)
- [File Exchange](#)
- [Group Blog](#)
- [Group Discussion Board](#)
- [Group Journal](#)
- [Group Tasks](#)
- [Group Wiki](#)
- [Send Email](#)

