



March 19, 2019

2019 Webinar Series

Intro to Groups in D2L Brightspace

Types of Groups

Creating Groups

Uses for Groups

[Webinar Recording](#) (45 minutes)

Types and Uses for Groups

Type of Group Enrollment

1. # of Groups – No Auto Enrollments
2. Groups of # - (can auto enroll)
3. # of Groups - (can auto enroll)
4. Groups of # - Self Enrollment
5. # of Groups – Self Enrollment
6. # of Groups, Capacity of # - Self Enrollment
7. Single user, member-specific groups

Membership method

1. Teacher selects members
2. Limits # of members per group
3. Establishes # of groups
4. Students choose group
5. Students choose group
6. Limits # of groups, Max # per group, Students choose group
7. Unique group for each student, used as private communication between each student and teacher

How to Create Three Types of Groups

- Automatic Enrollments
- Self Enrollments
- Single Member Enrollments



So Much More Than Discussions

The groups tool is primarily used for putting students into small groups so they can have discussions with a subset of classmates. But there's more:

Self-enrollment groups:

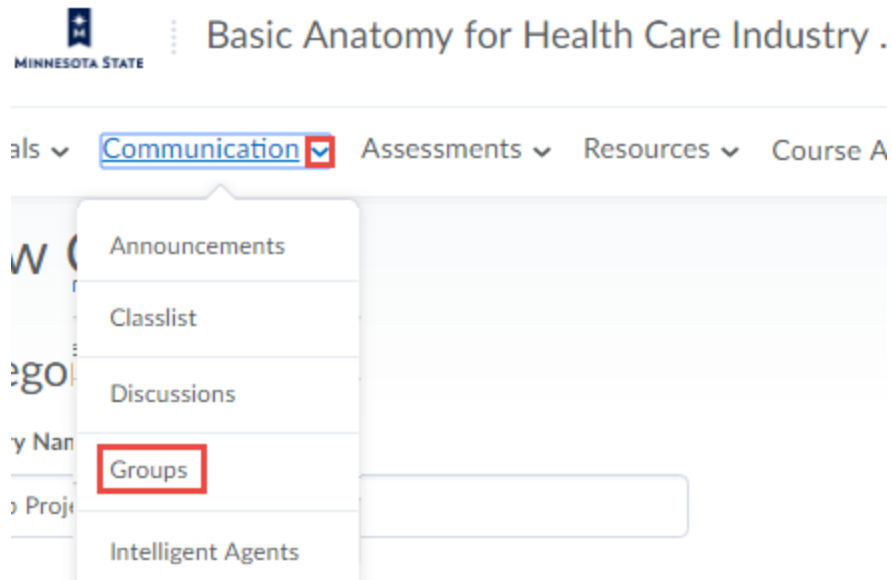
- students to choose their own group for group project
- Students select a time to meet with instructor

Single User groups

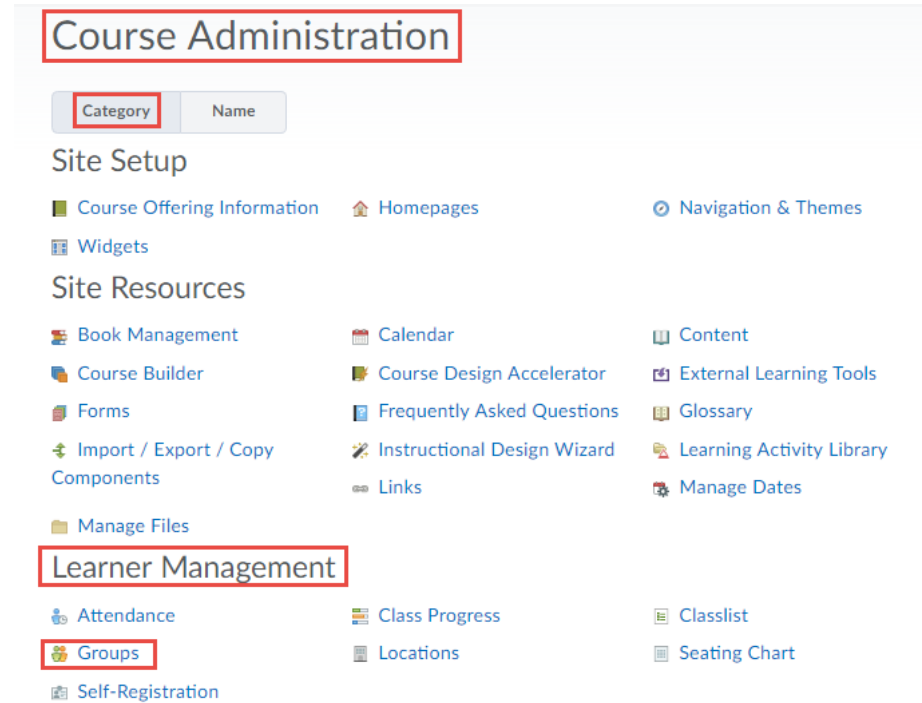
- Provides a private space within the course for direct communication between teacher and individual student

Groups Tool Can Be Found:

Navigation Bar Menu



Course Admin area



Create Group with Auto Enrollments

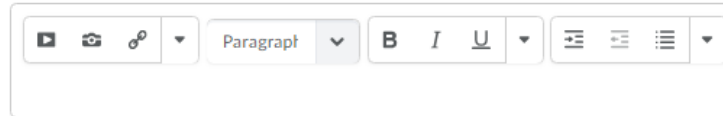
New Category

Category Information

Category Name *

Discussions

Description



Enrollment Type

Groups of #

Number Of Users *

5

Group Prefix

Small Grp-

Advanced Properties

▼ Hide Advanced Properties

Groups Options

Auto-enroll new users ?

Randomize users in groups ?

Auto Enroll and Randomize Options

Advanced Properties

▼ Hide Advanced Properties

Groups Options

Auto-enroll new users ?

Randomize users in groups ?

Information: Auto-enroll new users

When new users are enrolled in the course after groups are set up, they are automatically added to the group with the fewest users.

OK

Advanced Properties

▼ Hide Advanced Properties

Groups Options

Auto-enroll new users ?

Randomize users in groups ?

Information: Randomize users in groups

Selecting this option enrolls users in a random order. Clearing this option enrolls users based on their order in the classlist.


OK

Additional Options for Group



Additional Options

▼ Collapse additional options

Create Workspace

Set up discussion areas 


Forum *

Project Discussion  [New Forum] 


Create new topic
Create a new topic to restrict with this group category.

Attach to existing topic

Create a group-restricted thread in an existing topic. This option is only available for empty topics without previous group restrictions or posts.

Set up lockers 

Set up assignments 

File submission 

Save


Cancel

Add Discussion Area for Group



Additional Options

▼ Collapse additional options

Create Workspace

Set up discussion areas 


Forum *


Project Discussion  [New Forum] 


Create new topic
Create a new topic to restrict with this group category.

Attach to existing topic

Create a group-restricted thread in an existing topic. This option is only available for empty topics without previous group restrictions or posts.

Set up lockers 

Set up assignments 

File submission 

Save

Cancel

Discussion Topic Options

Create Restricted Topics

Category Name

Project Groups

Create one topic per group (6 topics total)
Each group has a separate, restricted topic.

Create one topic with threads separated by group
Groups share one group-restricted thread in a single topic.

Title

Project Groups Discussion

Description

Rich text editor toolbar and content area. The toolbar includes icons for video, image, link, paragraph style (Paragraph), bold (B), italic (I), underline (U), bulleted list, numbered list, font family (Font Fam), font size (Size), background color, table, and a menu icon. The description text reads: "Each group has a discussion area of their own to communicate about their project." The bottom right of the editor contains icons for undo, redo, link, unlink, and a slash icon.

Create and Next

Add Another

Skip

Group Assignment Set Up

Create Assignments

Name *

Small Group Project--Medical Care of Special Injury

Instructions

Rich text editor toolbar with icons for video, image, link, paragraph, bold, italic, underline, list, and font family.

Attachments

Buttons for Add Attachment, Record Audio, and Record Video.

Submission, Completion and Categorization

Assignment Type

- Individual assignment
- Group assignment

Group Category: Project Groups

Submission type

File submission

Files Allowed Per Submission

- Unlimited
- One file

Submissions

- All submissions are kept
- Only the most recent submission is kept
- Only one submission allowed

Notification Email

Notification email input field with a help icon.

Category

No Category [New Category]

Evaluation and Feedback

Score Out Of

Score out of input field with a help icon.

Grade Item

None [New Grade Item]



Create a New Group with Self Enrollment

New Category

Category Information

Category Name *

Group Project

Description



Paragraph

B *I* U



Font Fam

Students will choose a group based on topic. The group will collaborate to complete a project.

Enrollment Type

of Groups - Self Enrollment

Number of Groups*

8

Self Enrollment Options

Advanced Properties


▼ Hide Advanced Properties

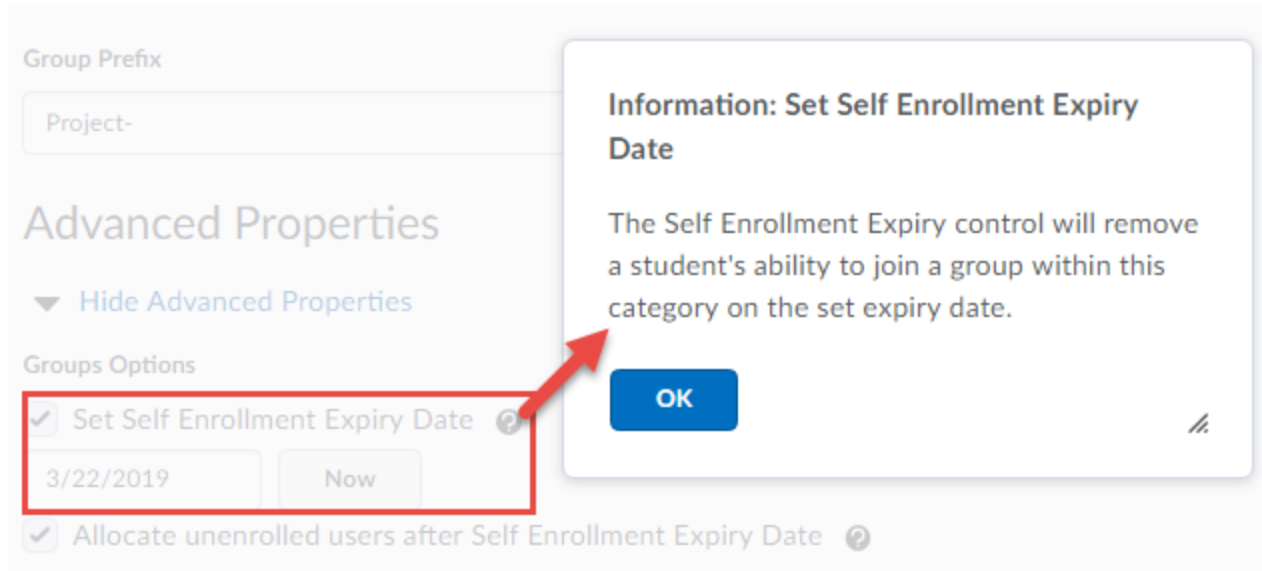
Groups Options

Set Self Enrollment Expiry Date 

3/22/2019

Now

Allocate unenrolled users after Self Enrollment Expiry Date 




Group Prefix

Project-


Advanced Properties

▼ Hide Advanced Properties

Groups Options

Set Self Enrollment Expiry Date 

3/22/2019 Now

Allocate unenrolled users after Self Enrollment Expiry Date 

Information: Set Self Enrollment Expiry Date

The Self Enrollment Expiry control will remove a student's ability to join a group within this category on the set expiry date.

OK

Students Self-Enroll

Groups

[View My Groups](#)

Available Groups

Join an available group from each category listed.

Groups	Description	Members	Actions
Discussions			
Small Grp- 1	Dickens	0/5	Join Group
Small Grp- 2	Thoreau	0/5	Join Group
Small Grp- 3	Hardy	0/5	Join Group
Small Grp- 4	Eliot	0/5	Join Group
Small Grp- 5	Hawthorne	0/5	Join Group
Small Grp- 6	Porter	0/5	Join Group
Small Grp- 7	Hurston	0/5	Join Group

Students can enroll in the group of their choice

Create Single User Groups

New Category
Category Information

Category Name*
1 x1 Groups

Description

Enrollment Type
Single user, member-specific groups

Restrict Enrollments To*
No restrictions

Additional Options
Collapse additional options

Create Workspace
 Set up discussion areas

Forum*
[New Forum]

Create new topic
Create a new topic to restrict with this group category.

New Forum
New Forum Details

Title*
Student-Teacher

Description

Create a Topic for Each Group

Create Restricted Topics

Category Name
Student-Teacher

Create one topic per group (32 topics total)
Each group has a separate, restricted topic.

Create one topic with threads separated by group
Groups share one group-restricted thread in a single topic.

[Create and Next](#) [Add Another](#) [Skip](#)

Private Discussion Area

Discussions

[Discussions List](#) Subscriptions Group and Section Restrictions Statistics

New ▾ More Actions ▾

Filter by: Unread Unapproved

Student-Teacher ▾

Forum name

Topic	Unreads	Posts
Student-Teacher - Alan Finney ▾ 👤 Group/section restrictions.	0	0
Student-Teacher - Anthony Blifton ▾ 👤 Group/section restrictions.	0	0
Student-Teacher - Cameron Dean ▾ 👤 Group/section restrictions.	0	0
Student-Teacher - Carol Callston ▾ 👤 Group/section restrictions.	0	0

A private discussion area for each student

Benefits of Private Discussions

- The conversation is contained within the course
- Teacher can subscribe to the forum so notifications are sent when a student posts to a discussion
- Discussion can be used to provide on going evaluation and feedback to student
- Other?

Next Up:

Group Discussions and Assignments

This webinar has gone in depth on types of groups, types of enrollments and the process of creating groups.

The next webinar (April 2nd) will go in depth on using groups for Discussions and Assignments that can be assessed by the teacher.

- April 2, 2019 @ 11:00 a.m. [Webinar Link](#)

Faculty Resources on Sharepoint

Faculty have access to recorded webinars and other D2L Brightspace-related information on a Minnesota State Sharepoint site.

How to access IMS Sharepoint site:

- Go to <https://mnsu.sharepoint.com/sites/IMS/>
- When prompted for username and password
- Enter YourStarID@minnstate.edu as username
- Enter your StarID password

Faculty Resources Screen Shot

Minnesota State Connect IT Connect Search Center

Faculty Resources

Home

- Upgrade Information
- Training Resources
- Faculty Resources**
- Brightspace logo

Documents

Collaboration

- Announcements
- Calendar
- Contacts
- Discussions
- Weekly Articles

Other Sites

- D2L Support Site
- D2L Integrations Site

Manage Access

Faculty Resources

Documents

[New](#) [Upload](#) [Sync](#) [Share](#) [More](#)

✓	📄	Name	Modified	Keywords
		10.8.11 release notes	... March 11	Release Notes;
		2018-19 Respondus Quiz Generator Software License Key Info	... January 28	Respondus;
		2019 D2L Update and Refresh Calendar	... February 19	Schedule;
		Annotations in Assignments	... February 26	Training Webinar;
		BrightspaceGuidelines_LogoOnly	... August 16, 2018	Brightspace logo;