

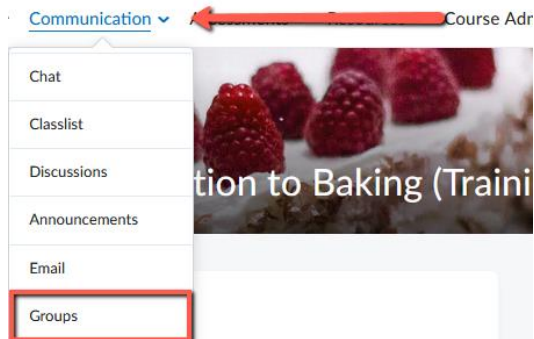


Creating Groups and a Group Discussion Area in a D2L Brightspace Course

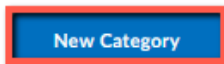
When students are assigned to a group project, they need a shared place to collaborate. The Groups tool provides the option of setting up discussion areas that are only visible to members of a group. Once groups are established, you can also create a group assignment folder where a single assignment is submitted per group and the group receives the same grade.

This document shows how to create Groups and a Group Discussion Area in a D2L Brightspace course.

1. Select **Communication** > select **Groups**:



2. Select **New Category**:



3. Type a **Category Name**:

Category Name *



- Under **Enrollment Type**, use the dropdown menu to select the group sizes or number of groups. See [Group enrollment types](#) for more information about each option:

Enrollment Type

Groups of #

- # of Groups - No Auto Enrollments
- Groups of #
- # of Groups
- Groups of # - Self Enrollment
- # of Groups - Self Enrollment
- # of Groups, Capacity of # - Self Enrollment
- Single user, member-specific groups

- Enter the **Number Users** you would like in each group:

Number Of Users *

- Under **Restrict Enrollments To**, select **No restrictions**:

Restrict Enrollments To *

No restrictions

- Under **Group Options**, check the boxes beside your preferences:
 - Auto-enroll new users:** If students enroll in the course after groups are created, they will be automatically added to the smallest group
 - Randomize users in groups:** leaving this unchecked will assign students to groups based on their place in the classlist

Groups Options

Auto-enroll new users

Randomize users in groups


Make category and group descriptions visible to group members



Create the Discussion Area for Groups

8. Under **Create Workspace**, check the box beside **Set up discussion areas**:

Create Workspace

Set up discussion areas 

9. Select **New Forum**:

Forum *

 [New Forum]

10. Enter a **Title**:

Title *

11. Click **Save**:

12. Select **Create new topic**:

Create new topic

Create a new topic to restrict with this group category.

13. Click **Save**:

14. A pop-up message will appear. Click **OK**:
Information: Group Creation

Your groups are currently being created in the background. This may take a few minutes. You will receive a notification when this is complete.



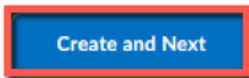
15. Select **Create one topic with threads separated by group**:

- Create one topic per group
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.

(Preview of the layout above selected):

<input type="checkbox"/>	Groups	Members	Assignment	Discussions	Locker
<input type="checkbox"/>	Group 1	3/3		Small Group Pr...	
<input type="checkbox"/>	Group 2	3/3		Small Group Pr...	
<input type="checkbox"/>	Group 3	2/3		Small Group Pr...	

16. Select **Create and Next**:



17. Select **Done**:

Workspace Summary

- ✓ 1 Discussion forums created
- 1 Forum topics created

