Creating groups

If you plan to have work in group in your class, you can also create groups in Moodle. It will allow for instance to have the students to submit assignment per group and to grade them by group as well.

To create groups, go in Administration / Users / Groups

You can create groups manually (1) or automatically (2) if you need a large number of them.

If you create groups manually, you will only have to enter the name of the group, you can add a description, an enrolment key…

If you choose to create groups automatically, you can choose in “Naming scheme” if you wish groups with letter with Group@ (Group A; Group B…) or with number with Group# (Group 1; Group 2…).
You can choose if you wish to create a definite number of groups or if you wish the system to create groups depending on the number of participants (Members per group).
In Group/Member count, you need to enter either the number of groups you wish or the number of participants you wish in each group if you chose “Members per group”.

(1)
(2)
If you chose “Members per group”, select students in the next part, in Select members with role. It will avoid to have teacher or TA being integrated in a group.

If you wish to give the students the opportunity to choose their group themselves, choose the option “No allocation”.

The option Grouping is to create group of groups (we’ll come back later on this subject).

Click on submit and your groups will be created.

In Administration / Users / Groups, you can populate the groups with your students:

Then you can select the students and add them to the selected group

You can also let the students choose in which group they would like to be.
How to let your students choose their group:

Click on the button “turn editing on”.

In the desired section of your course, click on “Add an activity or a resource”. In the list of activities, choose “Group choice” and click on the button “Add”.

In “General”, a title and a description are mandatory.

In the Miscellaneous settings, you can choose if you want to allow the students to register in several groups (1).

The option “Limit the number of responses allowed” when enabled limits the numbers of participants per group (2). Below, in “General limitation”, you can choose the maximum number of participants per group (3).

In Groups, you can select the groups that will be available for students’ choice.
If you wish, you can also limit the time of registration in “Restrict answering to this time period”.

Please note that all the participants that are not registered in a group will be in registered in a Default group.

You can use the News Forum to remind the students to register in a group.