

How do I create a group as a student?

As a student, you can create your own Student Groups for study groups, discuss an assignment, etc. You can be part of more than one student group.

Note: If you cannot see the People tab in your course, or if you cannot see the Add Group button, your instructor has restricted this feature.

<https://embed.app.guidde.com/playbooks/w9xouyKqiy6EWh1DxiBVEv>

Embed this Video

Open People

Open People

In Course Navigation, click the **People** link.

Open Groups

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Click the **Groups** tab [1].

Or, to access groups through the Options menu, click the **Options** icon [2] and then click the **View User Groups** link [3].

Add Group

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Click the **Add Group** button.

Enter Group Name

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Name the group by entering a name in the **Group Name** field.

Choose Group Membership Option

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Determine who can join the group by clicking the **Joining** drop-down menu.

Select How Members Join

To allow anyone in the course to join the group, select the **Course members are free to join** option [1].

To allow only specific people to join the group, select the **Membership by invitation only** option [2].

Invite Students

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You can send group invitations to specific students. To invite a student, click in the empty **Invite Students** search field or enter a one or more letters of the student's first name [1]. Then select a student name from the list [2].

To invite multiple students, repeat this process.

Notes:

- If you set the group membership option so that anyone can join, but you select only a few of the students to invite to the group, the remaining students who were not invited can see the group in the student group list and can still [join the student group](#).
- If you set the group membership option as invitation only, students who were not invited cannot see the group in the student group list.
- To add a new student to a group at a later time, contact your instructor for assistance. Your instructor can add or remove students, or your instructor can make you the student group leader so that you can [manage the group membership](#).

View Invited Students

View Invited Students

In the Invite Students field, view invited student names [1].

To remove a student name, click the **Remove** icon [2].

Save Group

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To create the group, click the **Submit** button.

View Group

View Group

The new group you created is listed in your course groups [1].

To open Group details, click the **Visit** link [2].

Edit Group Details

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If you need to change the group name, click the **Edit Group** button [1].

To switch between groups you have created, click the **Select Group** drop-down menu [2].

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