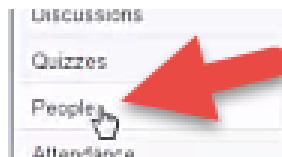


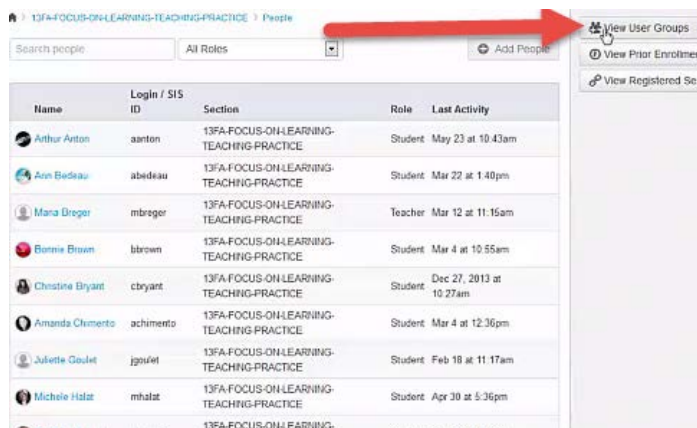
Canvas Tips for Faculty

Create Student Groups

1. Students can be organized into groups at the course level. Each group has its own discussions, pages, files, collaborations and calendar for real time collaboration. To access groups, click **People**.



2. Then click view user groups in the upper right hand corner of the screen.



3. In this course there are currently no student groups. We'll start by making a new set of groups. Click, make a new **Set of Groups**

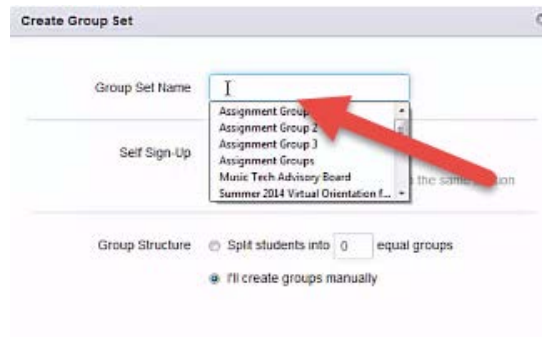
Student Groups

Student groups are a useful way to organize students for things like group projects or papers. Every student group gets their own calendar, discussion board and collaboration tools so they can organize themselves and work together more effectively.

You can randomly assign students to groups of a specific size, or manually create and organize the groups. Once your groups are created, you can set assignments to be "group submission" assignments, which means each group will have one submission for all users of that group.



4. Enter a name for the group.



5. Click on the Group + button in the upper right hand corner to add a group.



6. Next I'll name the new group.



7. Then I'll click **Save**.



8. I can now drag & drop students into my created group.



