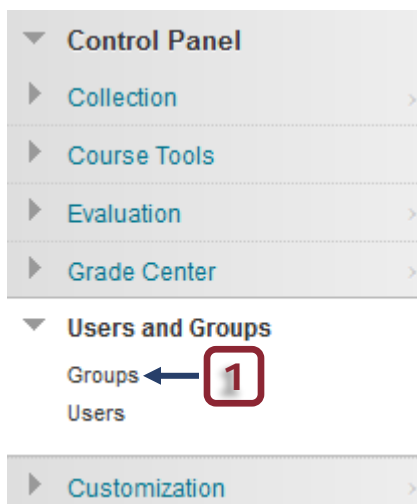
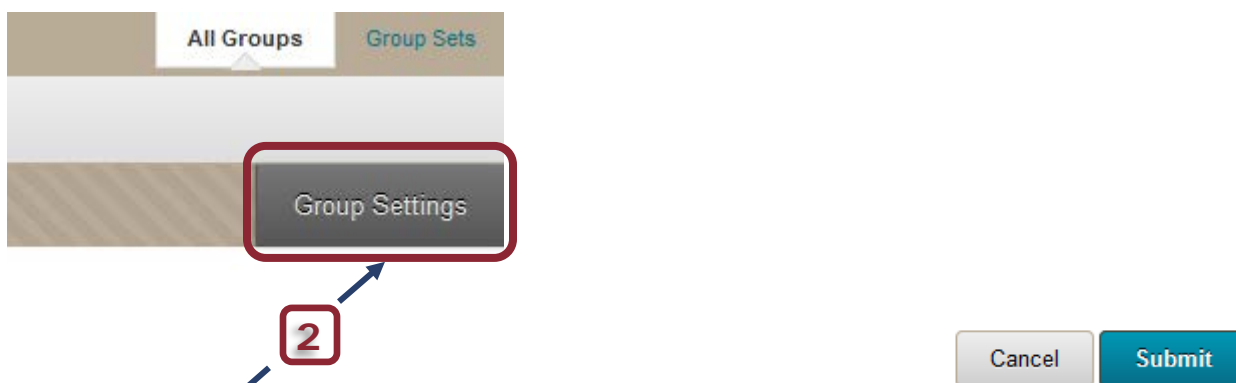


## How to Manage Groups in Blackboard Learn?

1) In the **Control Panel**, under **Users and Groups**, select **Groups**.



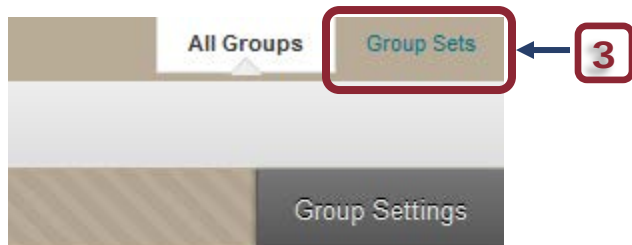
2) Click on **Group Settings** and make sure to uncheck **Permit Students to Create Single Self-Enrolled Groups**. Click **Submit**.



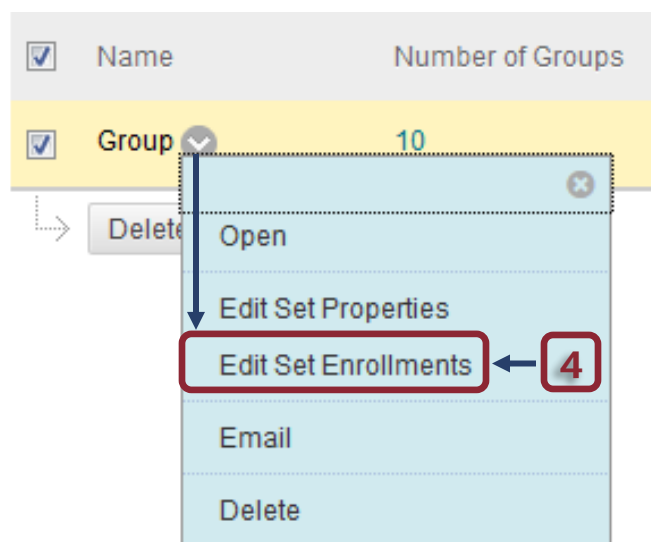
### 1. Student Created Groups

- ☐ Permit Students to Create Single Self-Enrolled Groups
- ☐ Permit students to Edit Student Created Group

3) Click on **Group Sets** to manage all the groups' enrollments.

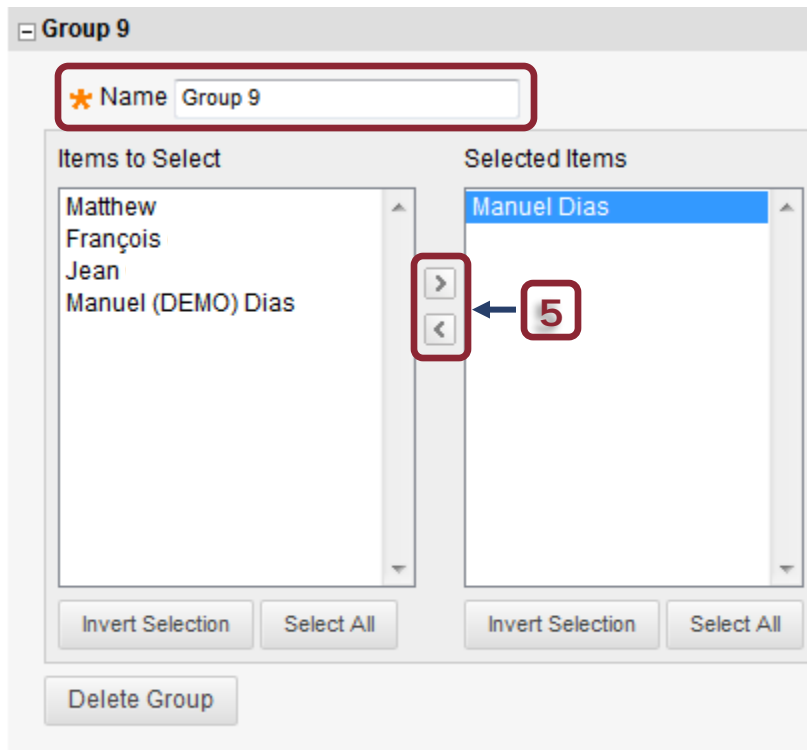
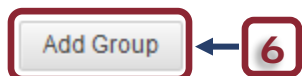


4) Click on the button next to the Group title and select **Edit Set Enrollments**:



5) All the groups appear on the same page. Under the **Selected Items** window, the students who have already joined a group. In the **Items to Select** window, all the students who have not joined a group yet. You can switch the students from one window to another.

6) At the bottom of the page, you can **add groups**. Click **Submit** to keep the changes.

*\* Note that you can also **rename each group** for specific projects.*

## Technical Assistance

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