OFFICE OF INSTRUCTIONAL TECHNOLOGY, DESIGN, & ASSESSMENT

TEACHING TIPS TUESDAY
USING STUDENT GROUPS EFFECTIVELY
&
ADDING A BLACKBOARD STUDENT SELF-ENROLL GROUP

Dear Colleagues:

A popular feature and teaching tool in Blackboard is creating and managing groups where students can collaborate on class work.

Instructors can create self-enrollment groups in Blackboard for students to join to complete group assignments and discussions.

To learn more about the benefits of student collaboration and working with Blackboard groups, read the team learning effectiveness article from VITAL and see the ITDA documentation below with a step-by-step guide to create a self-enroll group and video that also includes adding a group assignment and how to self-enroll into a group as a student.

Blake Soller, EdD
Director of Instructional Technology, Design, & Assessment (ITDA)

Gina Rue
Instructional Designer, ITDA

Subscribe to our email list.

From the Desk of Cynthia Rutz, Director
Valparaiso Institute for Teaching and Learning (VITAL)

Putting students in groups during class improves engagement, retention of knowledge, and deep learning according to several studies (see list of further resources at the end of this article). Students learn better when they can build knowledge together or when a fellow student explains a concept in language they can understand. In this article, two of your VU colleagues share their experiences with group work. Amy Atchison discusses a free app that you can use to employ groups easily and organically online and Kevin Gary gives some tips for using student groups to dig deeper into a text.
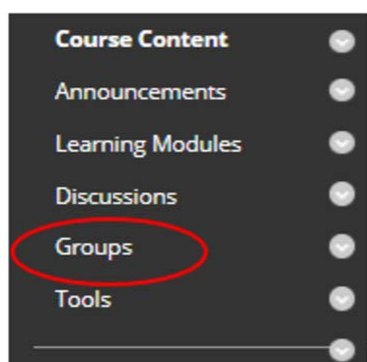Read the full article here:

Using Student Groups Effectively

TECH TIPS

From the Office of Instructional Technology, Design, & Assessment (ITDA)

Adding a Self-Enroll Group in Blackboard

In the Course Content section of your Blackboard Navigation Menu, click on **Groups**

In Groups hover your pointer over the Create

Groups

You can use the Course Groups tool to create an interactive online environment. More Help

Create ⌄   Import

	NAME	GROUP SET	ENROLLED MEMBERS
☐	Group1	-	0
☐	Group2	-	0

Button to display the menu of group types

Create ⌄   Import

Single Group   **Group Set**

Self-Enroll   Self-Enroll
Manual Enroll   Random Enroll
            Manual Enroll

From the drop down menu, click **Self-Enroll** from the Single Group

GROUP INFORMATION

* Name   Group 3

Description
For the toolbar, press ALT+F10 (PC) or ALT+FN+F10 (Mac).

B I U S   Paragraph ⌄   Arial ⌄   10pt

P

★ Group is visible to students   ○ No ● Yes ○ Sign-up Sheet Only

Note: All items with an * are required.

Give your new Group a **name** to help you identify it

Select the Group **visibility** to students option

TOOL AVAILABILITY

Select Group **Tool Availability** options

☑ Blogs
- ⦿ No grading
- ○ Grade: Points possible: [____]

☑ Discussion Board
- ⦿ Allow any group members to create forums.
- ○ Do not allow student group members to create forums.

☑ Email

☑ File Exchange

☑ Journals
- ⦿ No grading
- ○ Grade: Points possible: [____]

☑ Tasks

☑ Content Market Tools

☑ Wikis
- ⦿ No grading
- ○ Grade: Points possible: [____]

The following tools are turned off for the course. They can still be turned on/off for the group, but they will not be available until they are turned on for the course.

☑ Academic Materials

☑ Blackboard Collaborate Ultra
- ○ Allow all group members to create and access session recordings.
- ⦿ Do not allow student group members to create or access session recordings.

(Continued) Select Group Tools

MODULE PERSONALIZATION SETTING

Allow individual group members to personalize group modules.

☑ Allow Personalization

(Continued) Select Group Tools

Enter the Group **Sign-Up**

SIGN-UP OPTIONS
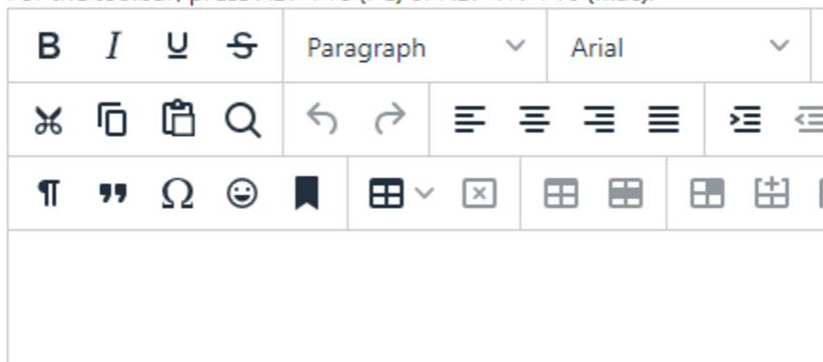
   * Name of Sign-up Sheet

Group 3 - Project 1

Options

Sign-up Sheet Instructions
For the toolbar, press ALT+F10 (PC) or ALT+FN+F10 (Mac).

B	I	U	S	Paragraph ∨	Arial ∨

| ✂ | ⧉ | 📋 | 🔍 | ↶ | ↷ | ≡ | ≡ | ≡ | ≡ | ⇥ | ⇤ |

| ¶ | " | Ω | ☺ | 🔖 | ⊞ ∨ | ☒ | ⊞ | ⊞ | ⊞ | ⊞ |

Maximum Number of Members

5

Allow students to see names of other members in a group before they sign up.

☐ Show Members

The sign-up sheet can appear on the groups listing page or be added as a link from other areas, such as a content area, content folder, learning module, or lesson plan. You can apply adaptive release rules to the content page link, which provides the ability to limit the availability of the sign-up sheet.

☑ Allow students to sign-up from the groups listing page.

GROUP OPTIONS

☐ Create smart view for this group

*Click **Submit** to proceed.*

Cancel   Submit

Enter the
Group
**Maximum
Number of
Members**

Click
**Submit to
Save**

View and modify Group
Properties, Tools, Group
Assignments

Group 3

Add Course Module   Add Group Module

Group Properties

Group Description

Group Members

Group Tools

File Exchange
Group Blog
Group Discussion Board
Group Journal
Group Tasks
Group Wiki
Send Email

Group Assignments

Office of Instructional Technology, Design & Assessment

Blackboard Groups

VALPARAISO UNIVERSITY

VALPO

Learn More About Blackboard for Instructors

FOR ITDA ASSISTANCE, SUBMIT A HELP DESK TICKET HERE

VALPARAISO UNIVERSITY

219.464.5000 - 1700 CHAPEL DRIVE, VALPARAISO, IN 46383-6493 USA - valpo.edu