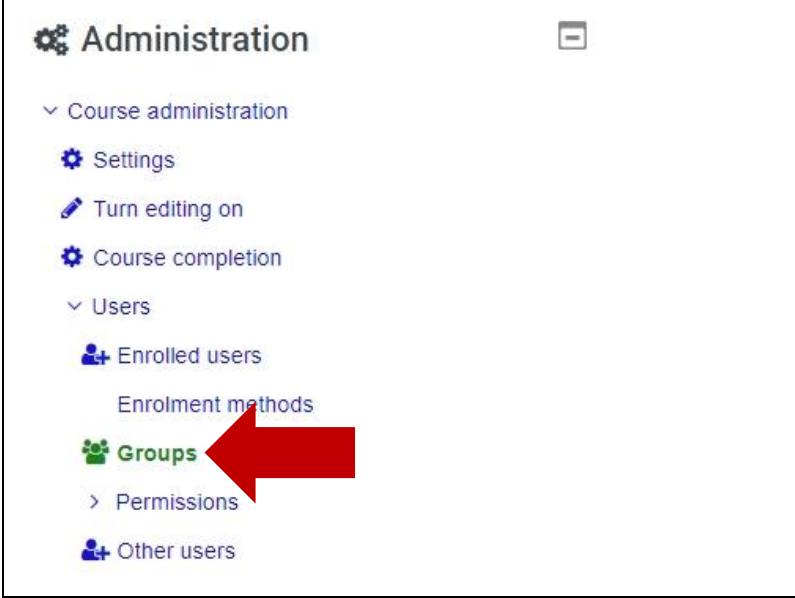
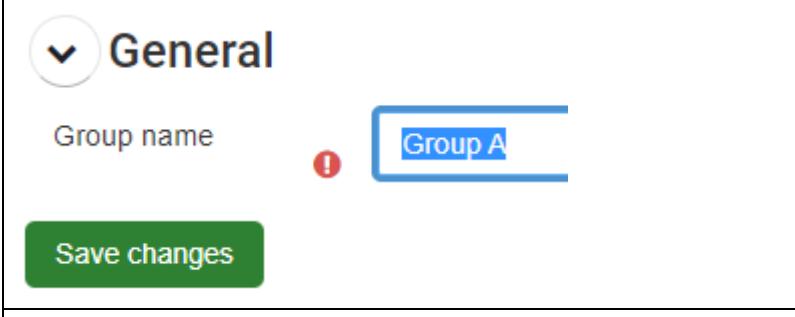
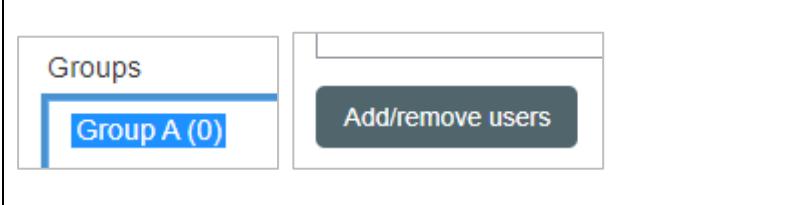
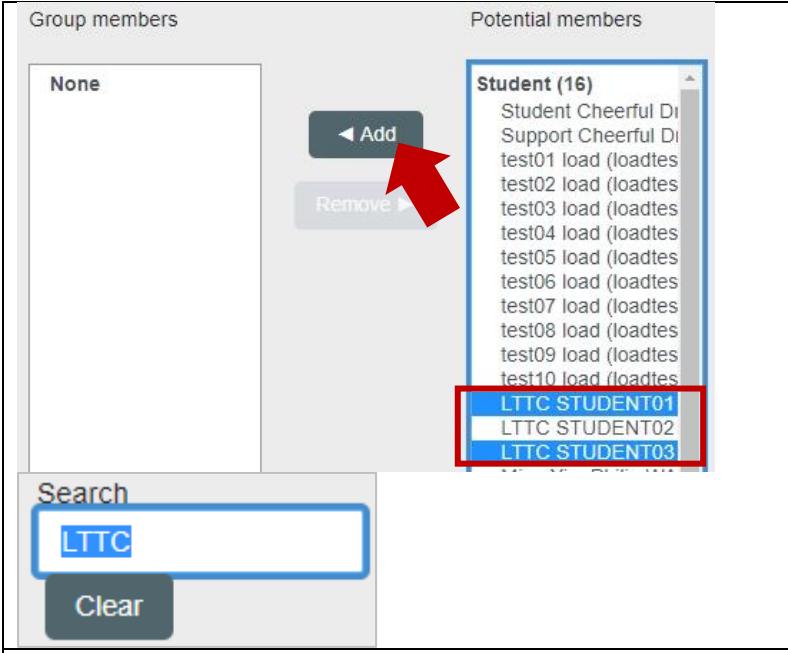


Create Student Grouping

Moodle 4.0 Help (For Staff): <https://www.lttc.eduhk.hk/moodle/help-staff>

 <p>The screenshot shows the 'Administration' block in a Moodle course. The 'Groups' option is highlighted with a red arrow pointing to it. The menu items include: Course administration, Settings, Turn editing on, Course completion, Users, Enrolled users, Enrolment methods, Groups, Permissions, and Other users.</p>	<ol style="list-style-type: none"> 1. In your course 'Administration' block, click on 'Users' and then 'Groups'.
 <p>A green 'Create group' button is shown.</p>	<ol style="list-style-type: none"> 2. Click 'Create group' button.
 <p>The 'General' settings for a group are shown. The 'Group name' field contains 'Group A' with a red exclamation mark icon. A green 'Save changes' button is below.</p>	<ol style="list-style-type: none"> 3. Type in a name in Group name text field. 4. Scroll down to the end of the page, click 'Save changes' button.
 <p>The 'Groups' list shows 'Group A (0)' with a blue 'Add/remove users' button.</p>	<ol style="list-style-type: none"> 5. To add members into the group, select the group and click the 'Add/remove users' button.

	<p>6. Select the users from the list of 'Potential members' in the right column. Then, click the 'Add' button to add the selected users into the 'Group members' in the left column.</p> <p>Tip: Ctrl key + mouse click or hold Shift key on keyboard for multiple selection).</p> <p>Tip: Use the search bar to find the student's name.</p>
	<p>7. Click on the 'Back to groups' button to go back to the group page.</p>
	<p>8. In the group page, you can see the group name, the number of group member(s) within the parentheses () and group members' name.</p>