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**Creating Blackboard Group Sets**

**Why use Groups sets on Blackboard?**

Blackboard group sets are a quick and easy way to create multiple groups, this is a good option if you plan on using group assignments in Blackboard.

1. Go to the Blackboard module and select ‘Users and Groups>Groups from the course management menu



1. Hover over ‘Create’ and select Group set>manual enrol



3a. Select your desired settings

Name of group set e.g. Assignment 1, groups



Select ‘Yes’ if you would like to students to see the groups.

Add a description of the Group (If necessary).

3b. Select your desired settings



[More information on Smart View](https://help.blackboard.com/Learn/Instructor/Grade/Customize_Grading_Interface/Smart_Views)

Select the number of groups you would like in the set.

Select the tools you would like the groups to use.

4. Adding students to the correct group

If there are not preset groups, you can randomise enrolments.



Once each group has been set up, click Submit.

Add the users to the appropriate group.

Edit group name if necessary