



Adding Students to Groups in D2L

Center for Innovation in Teaching and Learning

Adding Students to Groups in D2L

After following the instructions for Creating Groups, instructors will need to add students. When creating groups, one of three enrollment types can be selected.

- Auto-Enrollment: D2L enrolls students in groups automatically.
- No Auto-Enrollment: Instructor or an administrator enrolls students to groups manually.
- Self-Enrollment: Students enroll in groups themselves.

1. Click **Course Tools** on the purple navigation bar, then select **Groups**.
2. Click the dropdown arrow next to the group category name, then select **Enroll Users**.

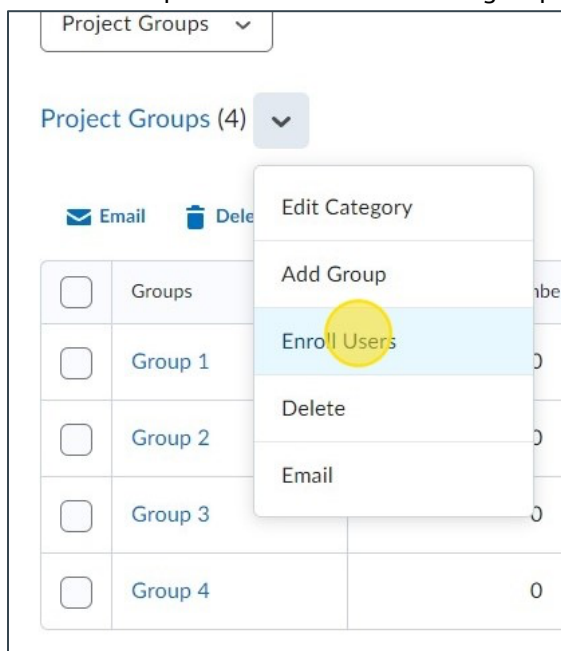


Figure: Click the drop-down arrow next to the group category name and select **Enroll Users**.

3. The Enroll Users page will open. Select the checkbox for the appropriate group for each student, then click **Save**.

Adding Students to Groups in D2L

Levi, Student, student.nine, T0009 🗑️	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lucas, Student, student.seven, T0007 🗑️	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mateo, Student, student.five, T0005 🗑️	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maya, Student, student.four, T0004	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Noah, Student, student.one, T0001 🗑️	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>


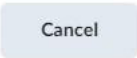
 

Figure: Once you have chosen your groups, click Save.

Instructions for Self-Enrollment

Student Instructions:

1. Click Course Tools on the purple navigation bar, then select Groups.
2. Select the View Available Groups button.
3. The "Available Groups" window will open. Select the **Join Group** link.