Creating a Blackboard Group:

**Blackboard Groups** allows for the completion of certain coursework within small groups, as directed by the instructor.

1. To create a group, click on **Course Tools** in the **Course Menu**.

2. Scroll down within the **Tools**, and click on the link, **Groups**.

3. Click on the **Create Group** button.

   ![Image of Blackboard interface showing the creation of a group](image)
4. The **Create Self-Enrollment Group** screen appears allowing you to enter the name and description of a new group.

5. Scroll down to enter the sign-up sheet name, instructions and number of members preferred. Click the **Submit** button.
6. A green box will appear confirming the successful creation of your new group and you will now see the new group listed below.