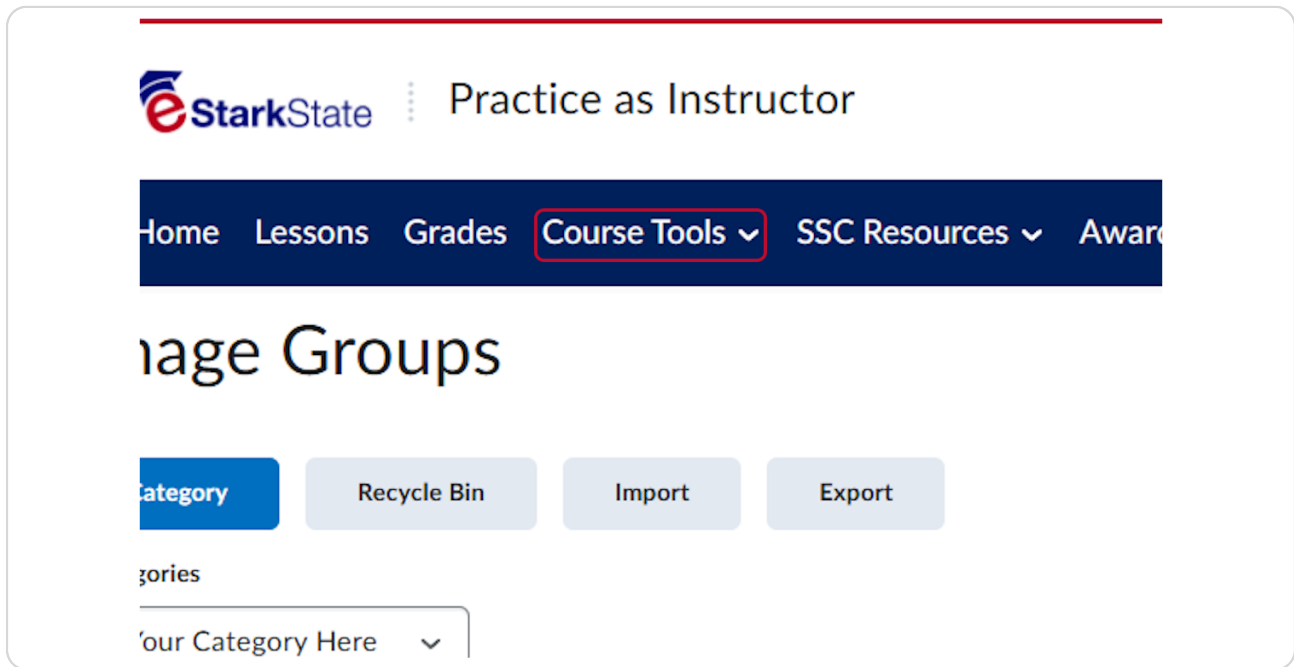


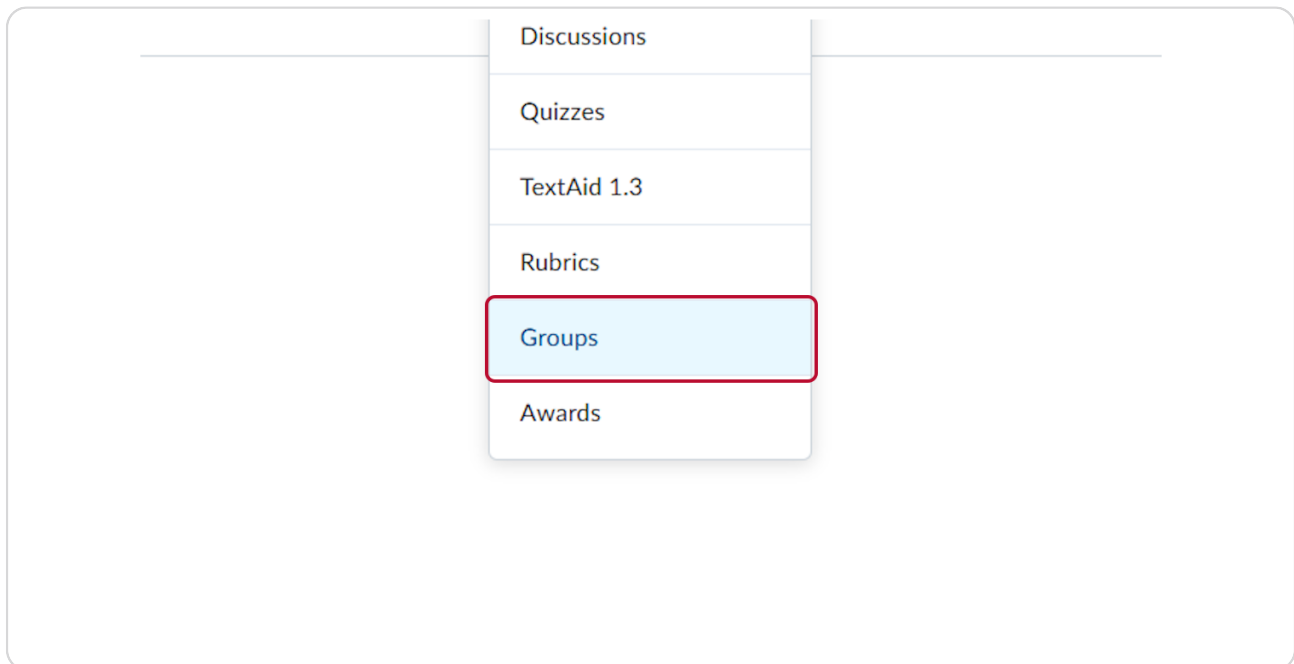
STEP 1

Click on Course Tools



STEP 2

Click on Groups



STEP 3

Click on New Category

Course Home Lessons Grades Course Tools ▾

Manage Groups

New Category Recycle Bin Import

View Categories

Name Your Category Here ▾

Name Your Category Here ▾

STEP 4

Name your category

Course Home Lessons Grades Course Tools ▾ SSC Resources ▾ Awards

New Category

Category Information

Category Name *

Journals|

Description

Paragraph ▾ B I U ▾ A ▾ Bulleted list Numbered list Indent Link Unlink Table Table of contents Lato (Recomm... ▾

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STEP 5

Select Single user, member-specific groups from Enrollment Type

Enrollment Type

Single user, member-specific groups

Restrict Enrollments To *

No restrictions

Advanced Properties

▼ Hide Advanced Properties

STEP 6

Check Set up discussion areas

▼ Hide Advanced Properties

Groups Options

☐ Make category and group descriptions visible to group members

Additional Options

▼ Collapse additional options

Create Workspace

☒ Set up discussion areas ?

Forum *

Welcome Video

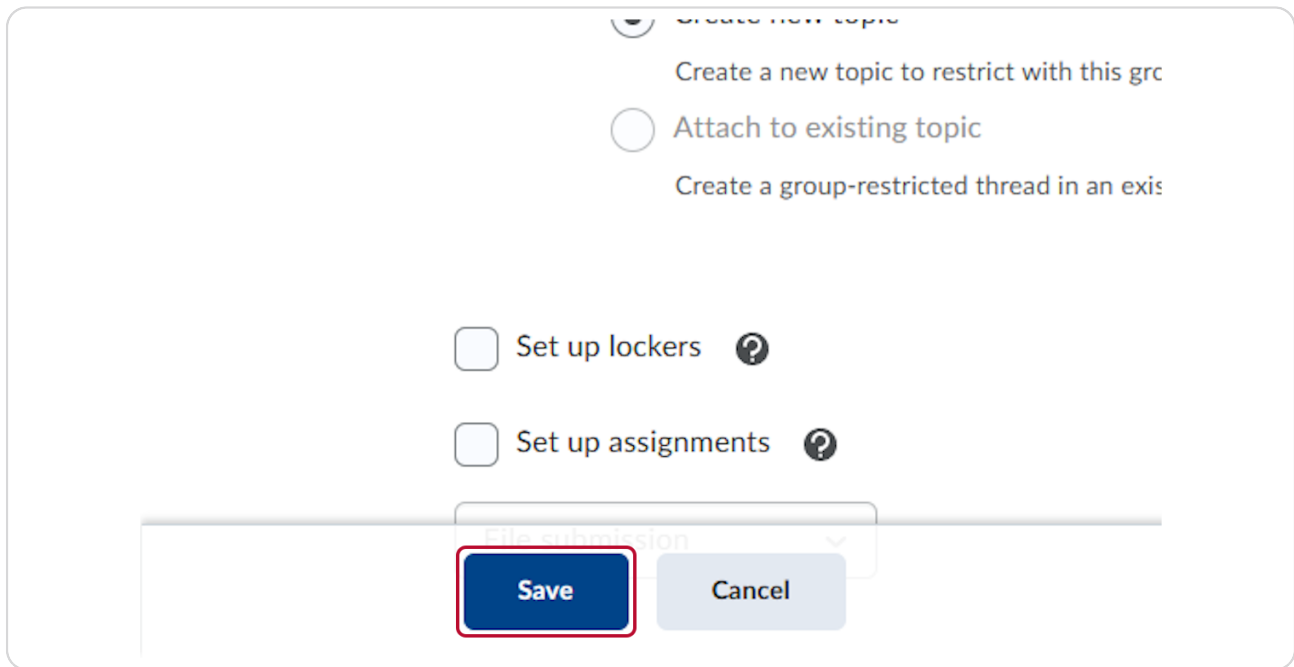
[New Forum] ?

☒ Create new topic

Create a new topic to restrict with this group category

STEP 7

Click on Save



☒ Create new topic
Create a new topic to restrict with this group

☐ Attach to existing topic
Create a group-restricted thread in an existing topic

☐ Set up lockers ?

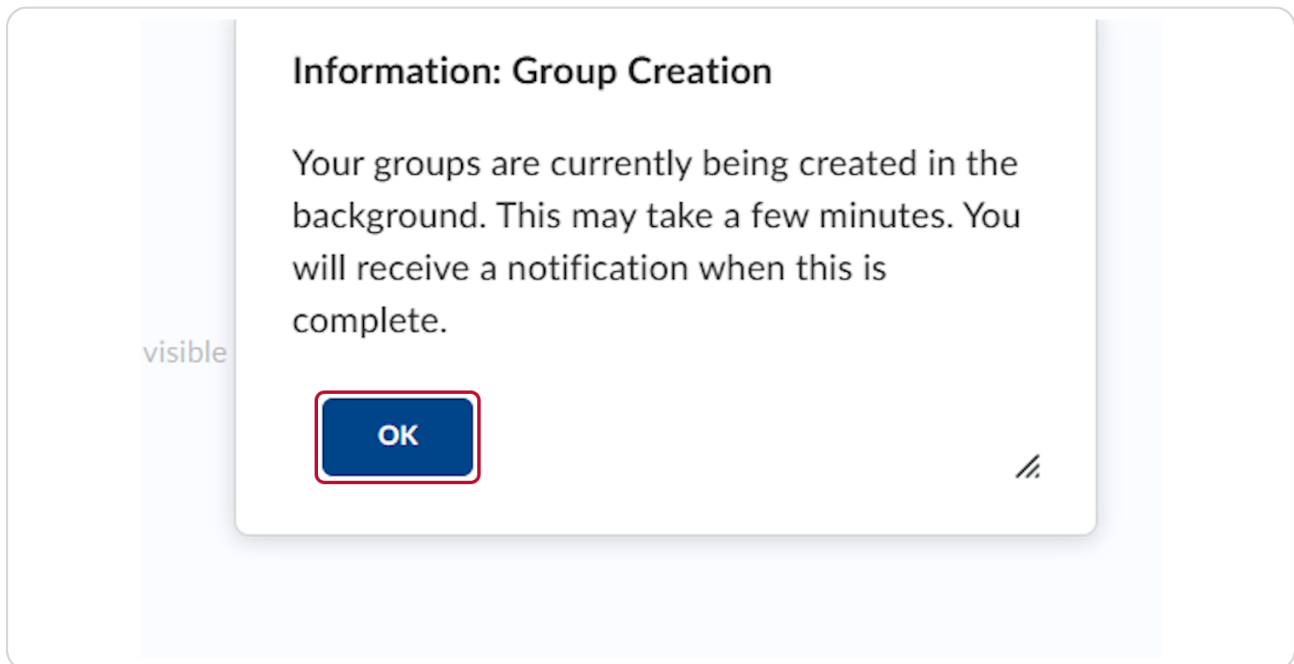
☐ Set up assignments ?

File submission

Save Cancel

STEP 8

Click on OK



Information: Group Creation

Your groups are currently being created in the background. This may take a few minutes. You will receive a notification when this is complete.

visible

OK

Add a title for the discussion

Journals

☐ Create one topic per group
Each group has a separate, restricted topic.

☒ Create one topic with threads separated by group
Groups share one group-restricted thread in a single topic.



Title




Journal


Description



Paragraph

B *I* U ~~A~~

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Click on Create and Next

Description

Paragraph ▼ | **B** | *I* | U ▼ | A/ | ≡ ▼ | ☰ ▼ | ▶ || 🔗 🖼️ ∑

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Create and NextAdd AnotherSkip

STEP 11

Click on Done

[Course Home](#) [Lessons](#) [Grades](#) [Course Tools](#) ▾ [SSC Resources](#) ▾ [Awards](#)

Workspace Summary

✓ 0 Discussion forums created
1 Forum topics created

Done