

# GROUP ASSIGNMENTS



## Blackboard Learn

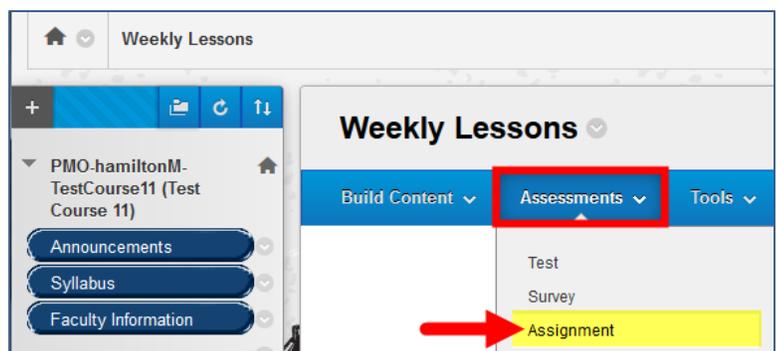
In Blackboard, instructors can create groups of students for collaborative work. Once a group is defined and members assigned to the group, the instructor can create group assignments through this process. A group assignment is an assignment that is submitted by a group of students. [One grade will be given to the entire group.](#)



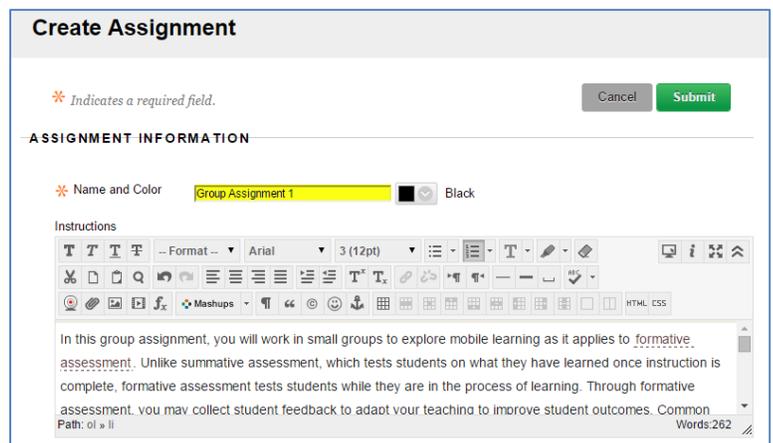
1. In your course, please have **EDIT MODE** turned on and have a **GROUP** and **CONTENT AREA** page prepared.

2. In your course, navigate to the Content Area page where you would like to add a Blackboard Assignment.

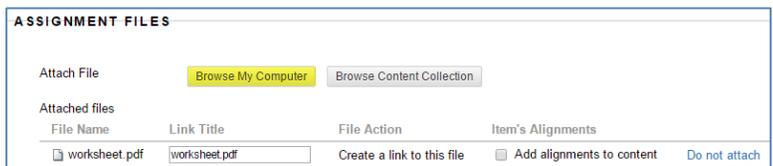
In the menu at the top of the page, roll your mouse over the **ASSESSMENTS** button and select **ASSIGNMENT** from the drop-down menu.



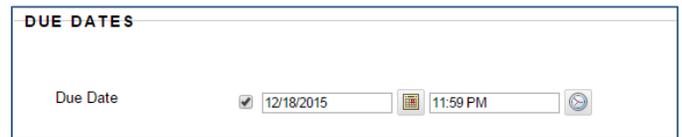
3. You will be taken to the **CREATE ASSIGNMENT** page. Under **ASSIGNMENT INFORMATION**, give the assignment a **NAME** and list any **INSTRUCTIONS** in the text box provided.



4. Scroll down to the **ASSIGNMENT FILES** section of the page and use the **BROWSE MY COMPUTER** button to locate and select a file from your computer or storage media to attach to the assignment.



5. If you would like to assign a due date for this assignment, scroll down to the **DUE DATE** section and use the date picking tools to set the calendar day and time that the assignment will be due.



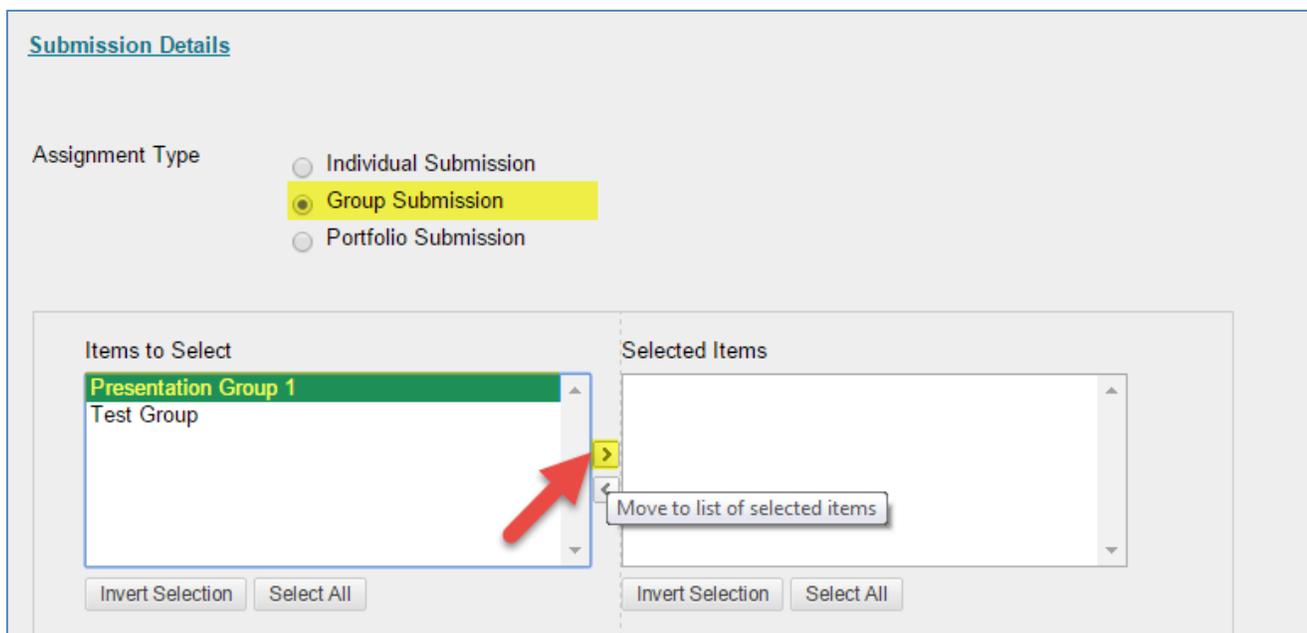
The screenshot shows a section titled "DUE DATES". Below the title, there is a "Due Date" label followed by a date picker set to "12/18/2015" and a time picker set to "11:59 PM". There are also small icons for calendar and clock.

6. In the **GRADING** section, assign the number of Points Possible in the text box provided.



The screenshot shows a section titled "GRADING". It includes a "Points Possible" field with a value of "100" and an "Associated Rubrics" section with an "Add Rubric" button. Below these are columns for "Name", "Type", "Date Last Edited", and "Show Rubric to Students".

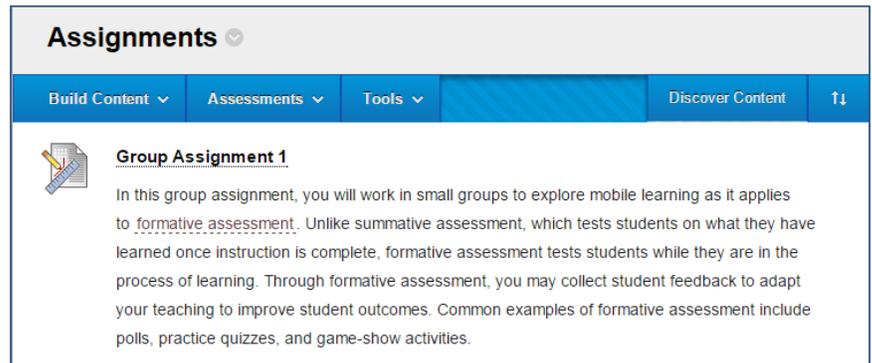
7. Next, click on the **SUBMISSION DETAILS** menu. Under **ASSIGNMENT TYPE**, select **GROUP SUBMISSION**. In the selection pane that appears, select a group and move it to the **SELECTED ITEMS** box by using the arrow button.



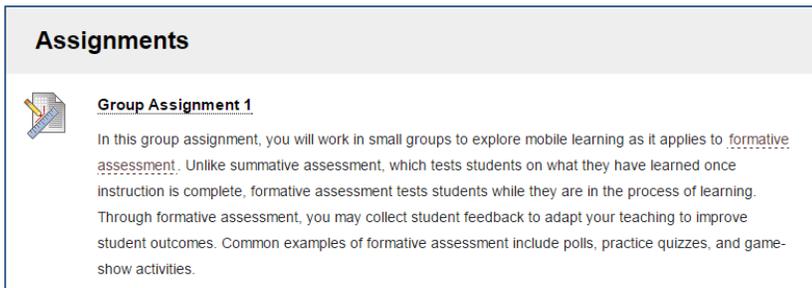
The screenshot shows the "Submission Details" section. Under "Assignment Type", "Group Submission" is selected. Below, there are two lists: "Items to Select" and "Selected Items". "Presentation Group 1" is selected in the "Items to Select" list. A red arrow points to a yellow arrow button between the lists, which has a tooltip that says "Move to list of selected items".

8. Next, scroll down to **NUMBER OF ATTEMPTS**. If you would like to give the group multiple attempts to submit the assignment as the group revises its work and to build a submission history that documents their activity, select **UNLIMITED ATTEMPTS**.
9. Next, scroll down to the **AVAILABILITY** section to make the assignment available to students. If desired, use the date picking tools under **LIMIT AVAILABILITY** to customize when the assignment is available.
10. Click the **SUBMIT** button to add the new Assignment to the course.

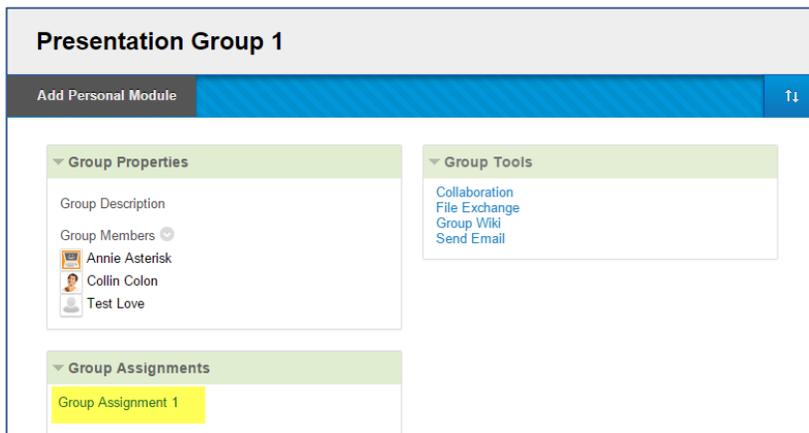
11. A confirmation message will appear on the screen to indicate that the Assignment was been created and you will see the Assignment posted to the Content Area.



**Please note that only those students who are assigned to the group will be able to see this assignment!**



In the content area where the assignment is posted, the assignment will be visible only to students assigned to the group who completes it.



On the group's workspace, a link to the assignment will appear in the Group Assignments module.

Students in the group will submit the assignment through the standard assignment submission process.