



Quick Guide: Renaming Courses



Goal: Create groups to separate students by class period.

Step 1: Click **People**.

Home

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Step 2: Click **+Group Set**

+ Group Set

+ People

Step 3: Fill in the **Group Set Name** (Recommendation: Period). Click **Split students into groups**. Change this to the **number of periods**. Click **Save**.

Create Group Set ×






Group Set Name


Self Sign-Up Allow self sign-up [?](#)
 Require group members to be in the same section


Group Structure Split students into groups
 Require group members to be in the same section
 I'll create groups manually


Step 4: Click the wheel. Click **Edit**. Rename the group to a more descriptive name (i.e. Period 2)

Groups (5)

▶ Classes 1	8 students	
▶ Classes 2	7 students	
▶ Classes 3	7 students	
▶ Classes 4	7 students	
▶ Classes 5	7 students	

 Visit Group Homepage

 Edit

 Delete