

Setting Up Groupwork in Canvas

- **Purpose**

Canvas Groups provides two powerful features. Canvas Groups are a small version of a course and used as a collaborative tool where students can work together on group projects and assignments [1]. Canvas Groups also provides a vehicle for students to create web pages where they can use built-in page layout tools to build functional and expressive products to be graded by the instructor.
- **Scope**

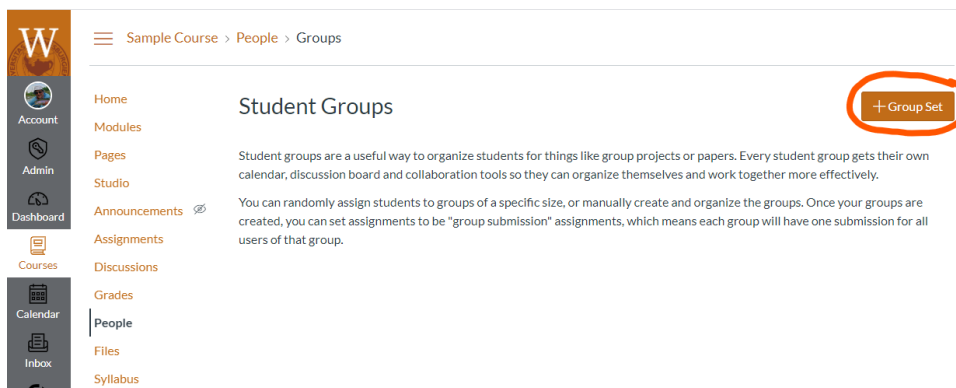
Instructors set up student group configurations at the course level for assignments and in-class work, both graded and ungraded. Canvas Groups facilitate semester-long projects so that students can communicate and iterate on documents together. Canvas groups also facilitate student-run study groups within courses or at the account level.
- **Background**

Collaboration is an important part of both face to face and online learning experiences. Students learn teamwork and leadership skills while solving problems in a group setting. Canvas provides a platform for facilitating group work. In addition, the products that are created in this setting can be functional and authentic tasks expressed through web design and layout.

Directions for Setting Up Groupwork

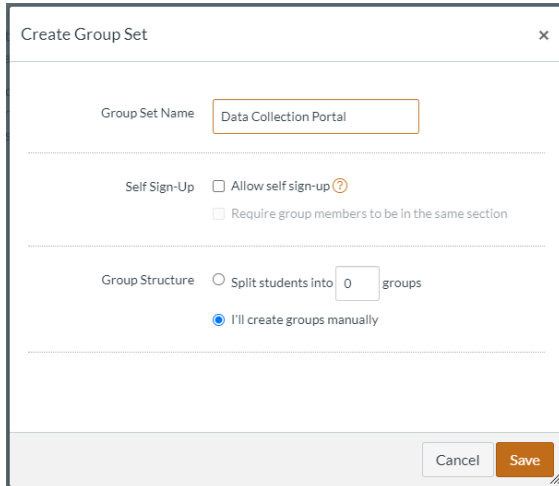
1. Establish the title of the project the groups will be working on and then divide the students into groups.

Select People from the left navigation



The screenshot shows the Canvas interface for setting up student groups. The left navigation menu includes options like Home, Modules, Pages, Studio, Announcements, Assignments, Discussions, Grades, People, Files, and Syllabus. The 'People' option is selected. The main content area displays the 'Student Groups' page with a '+ Group Set' button circled in orange.

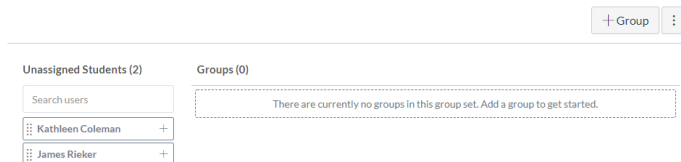
Click on “+ **Group Set**”. Give the project a name. Here, all the groups will be working on creating their version of a data collection portal. You will manually divide the students into groups. Leave self-sign-up blank. Choose **Save**.



The 'Create Group Set' dialog box contains the following fields and options:

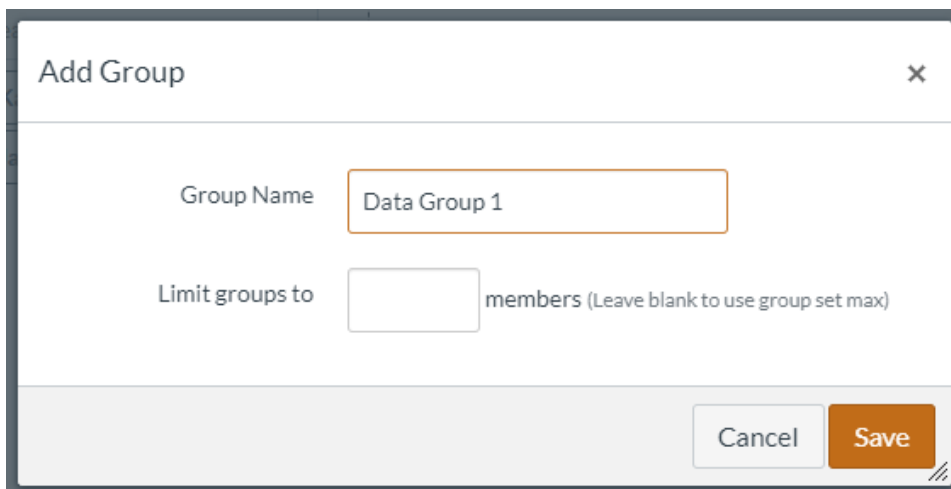
- Group Set Name:** A text input field containing 'Data Collection Portal'.
- Self Sign-Up:** Two checkboxes: 'Allow self sign-up' (unchecked) and 'Require group members to be in the same section' (unchecked).
- Group Structure:** Two radio button options: 'Split students into 0 groups' (unchecked) and 'I'll create groups manually' (checked).
- Buttons:** 'Cancel' and 'Save' buttons at the bottom right.

Now it's time to create the groups. Click on "+ Group"



The interface shows a '+ Group' button and a 'Groups (0)' section. Below the 'Groups (0)' section is a message: 'There are currently no groups in this group set. Add a group to get started.' To the left, under 'Unassigned Students (2)', there is a search box and a list of students: Kathleen Coleman and James Rieker, each with a plus sign to its right.

In the pop-up window, enter a name for the first group. Tip: this is the name that will appear in drop down menus, so be descriptive. Choose SAVE. Repeat this process until you have enough groups.



The 'Add Group' dialog box contains the following fields and options:

- Group Name:** A text input field containing 'Data Group 1'.
- Limit groups to:** A text input field (currently blank) followed by the text 'members (Leave blank to use group set max)'.
- Buttons:** 'Cancel' and 'Save' buttons at the bottom right.

Drag students from the list on the left into the appropriate group.

+ Group ⋮

Unassigned Students (2) Groups (1)

Search users

⋮ Kathleen Coleman +

⋮ James Rieker +

▼ Data Group 1 0 students ⋮

There are currently no students in this group. Add a student to get started.

Continue until all the students are in groups. It is possible to edit groups later. You are now done setting up your student project groups.

+ Group ⋮

Unassigned Students (0) Groups (1)

Search users

There are currently no students in this group. Add a student to get started.

▼ Data Group 1 2 students ⋮

⋮ Kathleen Coleman ⋮

⋮ James Rieker ⋮

2. A Canvas Assignment is then created for the project. When setting up the assignment, give explicit directions on how to complete the assignment and use a rubric to define the criteria for evaluating the project and how points are awarded for each criterion. Directions for creating assignments and building rubrics can be found elsewhere [2, 3].

Home
Modules
Pages
Studio
Announcements
Assignments
Discussions
Grades
People
Files
Syllabus
Outcomes
Quizzes
Conferences
Collaborations
Course Evaluations
Badges
New Analytics
Settings

Details Mastery Paths

Web Data Collection Project

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Directions:
For this project, you are creating a web-based front end to collect data.
Your goal is to get feedback about freshman satisfaction with the Canvas LMS.
Create a survey and embed it in the page. Send the URL to all students finishing their freshman year.

Points 10

Assignment Group Demo Assignments

Display Grade as Points

Do not count this assignment towards the final grade

Submission Type Online

Online Entry Options

Text Entry
 Website URL
 Media Recordings
 File Uploads

Group Assignment

This is a Group Assignment
 Assign Grades to Each Student Individually

Group Set Data Collection Portal

New Group Category

3. Publish the assignment and let the students get to work. Please notice that what the student sees in Canvas is different than what the instructor sees. Groups is a side panel navigation option in the student view. The assignment can be found in the course, as well as the rich content editor for building web pages [4].

The image contains two side-by-side screenshots of the Canvas LMS interface. The left screenshot shows the 'Groups' side panel with 'Data Group 1' highlighted in yellow. The 'Groups' icon in the bottom navigation bar is circled in red. The right screenshot shows the 'Assignments' page for a course titled 'e000293476_TrainingCourse'. The 'Courses' icon in the bottom navigation bar is circled in red. The 'Web Data Collection Project' assignment is highlighted in yellow in the 'Upcoming Assignments' section.

References

[1] Groups overview

<https://community.canvaslms.com/docs/DOC-10717-67952724469>

[2] How do I create an assignment?

<https://community.canvaslms.com/docs/DOC-9873-415267003>

[3] How do I add a rubric in a course?

<https://community.canvaslms.com/docs/DOC-26360-how-do-i-add-a-rubric-in-a-course>

[4] Using the Rich Content Editor for Students

<https://lakeland.instructure.com/courses/1186804/pages/using-the-rich-content-editor>