Use Groups for Collaboration

Plan for Collaboration in Your Course

Explore the Research Behind Using Online Group Collaboration

Creating Effective Collaborative Learning Groups in an Online Environment

Using online collaboration applications for group assignments: The interplay be...
https://www-sciencedirect-com.ezp1.lib.umn.edu/science/article/pii/S03601315120...

You must login with your UMN account to view this library resource.
A Faculty Guide to Team Projects
Understand How Groups Work in Canvas

Overview of Groups (Video)
https://community.canvaslms.com/t5/Video-Guide/Groups-Overview-Instructors/ta-p...

What are Groups?

Understand a Groups Workspace
/services-technologies/how-tos/canvas-understand-groups-workspace

View All Groups in a Course as an Instructor
https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-view-all-groups-in...

View My Canvas Groups as an Instructor
https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-view-my-instructor...

UMN Canvas Guide: Multi-Section Courses in Canvas
https://docs.google.com/document/d/1AkaJ3lAFDFizZaiR1RrKiBuXpb3tPW3DmAvJzbYf3ms...

Describes options and provides instructions for managing multi-section courses in Canvas

Understand Google Drive Integrations for Collaborations

Overview of Google Drive Integrations
https://it.umn.edu/services-technologies/how-tos/canvas-overview-google-drive

Authorize Groups to Access Your UofM Google Drive for Google Docs
https://it.umn.edu/canvas-authorize-canvas-groups-access-0

Authorize Groups to Access Your UofM Google Drive for Google Apps
https://it.umn.edu/canvas-authorize-canvas-groups-access

Troubleshoot Canvas Google Drive Issues
https://it.umn.edu/services-technologies/how-tos/canvas-troubleshoot-canvas-goo...

Set Up Your Groups
Create Groups

Add a Group Set
https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-add-a-group-set-in...

Use Clear Naming Conventions for Groups
https://it.umn.edu/services-technologies/how-tos/canvas-use-clear-naming-conven...

Edit a Group Set
https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-edit-a-group-set-i...

Automatically Create Groups in a Group Set
https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-automatically-crea...

Manually Create Groups in a Group Set
https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-manually-create-
...

Create Self Sign-up Groups
https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-create-self-sign-u...

Prevent Students from Creating Their Own Groups
https://it.umn.edu/services-technologies/how-tos/canvas-prevent-students-creati...

View All Groups in a Course as an Instructor
https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-view-all-groups-in...

View My Canvas Groups as an Instructor
https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-view-my-instructor...

Reset Groups after Importing a Course Site
https://it.umn.edu/services-technologies/how-tos/canvas-reset-groups-after-impo...

Assign Students to Groups

Automatically Assign Students to Groups
https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-automatically-assi...

Manually Assign Students to Groups
https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-manually-assign-st...

Move a Student into a Different Group
https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-move-a-student-
int...

Assign a Student Leader to a Group
https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-assign-a-student-l...

Prevent Students from Switching Groups
Work with Groups and Collaborations as an Instructor

Facilitate Group Work

View Content and Student Activity within a Group as an Instructor
View Group Files as an Instructor
Assign an Assignment to a Course Group
Assign a Graded Discussion to a Group
Send a Message to a User in a Group in the Inbox as an Instructor
Send a Message to all Course Users (or Specific Groups) in the Inbox as an Instructor
Privately Respond to one Individual in a Group Message as an Instructor

**Use Collaborations Within Groups**

Start a Collaboration in a Group

Create a Google Docs Collaboration as an Instructor

These are course level instructions that also apply to the Groups area in Canvas.

Create a Google Drive Collaboration as an Instructor (Google Apps Collaboration)

These are course level instructions that also apply to the Groups area in Canvas.

**Grade Group Work**

Grade Group Assignments in SpeedGrader

Grade Group Assignments at the Group and at the Individual Level
[https://it.umn.edu/services-technologies/how-tos/canvas-grade-group-assignments](https://it.umn.edu/services-technologies/how-tos/canvas-grade-group-assignments)

Learn How to Build Rubrics and Use Them for Grading

See the "Create Rubrics to Use with Assessments" and "Use Speedgrader" sections of the Assess and Grade Student Work self-help guide.

**Work with Groups and Collaborations as a Student**

**Learn about Working in Groups**

Surviving Group Projects
[https://teamwork.umn.edu/](https://teamwork.umn.edu/)

Student Groups Overview (video; 2:41)
[https://vimeo.com/58553577](https://vimeo.com/58553577)

Understand a Group's Workspace
[https://it.umn.edu/services-technologies/how-tos/canvas-understand-groups-works...](https://it.umn.edu/services-technologies/how-tos/canvas-understand-groups-works...)

Set my Canvas Notification Preferences as a Student
Work Within Your Group

Manage Groups as a Student Group Lead
https://community.canvaslms.com/t5/Student-Guide/How-do-I-manage-groups-as-a-student... 
Add an Announcement in a Group
https://community.canvaslms.com/t5/Student-Guide/How-do-I-add-an-announcement-in-a-group... 
Create a New Group Page
https://community.canvaslms.com/t5/Student-Guide/How-do-I-create-a-new-page-in-a-group... 
Use the People Page in a Course as a Student
https://guides.instructure.com/m/4212/l/230001-how-do-i-use-the-people-page-in-a-course... 
Create a Discussion in a Group
https://community.canvaslms.com/t5/Student-Guide/How-do-I-create-a-discussion-in-a-group... 
View a Group Calendar
https://community.canvaslms.com/t5/Student-Guide/How-do-I-view-a-group-calendar... 
Upload a File to a Group
Use Collaborations as a Student

Overview of Google Drive Integrations
https://it.umn.edu/services-technologies/how-tos/canvas-overview-google-drive

Start a Collaboration in a Group
https://community.canvaslms.com/t5/Student-Guide/How-do-I-start-a-collaboration...

Create a Google Docs Collaboration as a Student
https://community.canvaslms.com/t5/Student-Guide/How-do-I-create-a-Google-Docs-

Create Google Drive Collaboration as a Student (Google Apps Collaboration)
https://community.canvaslms.com/t5/Student-Guide/How-do-I-create-a-Google-
Drive...