

# Editing Groups

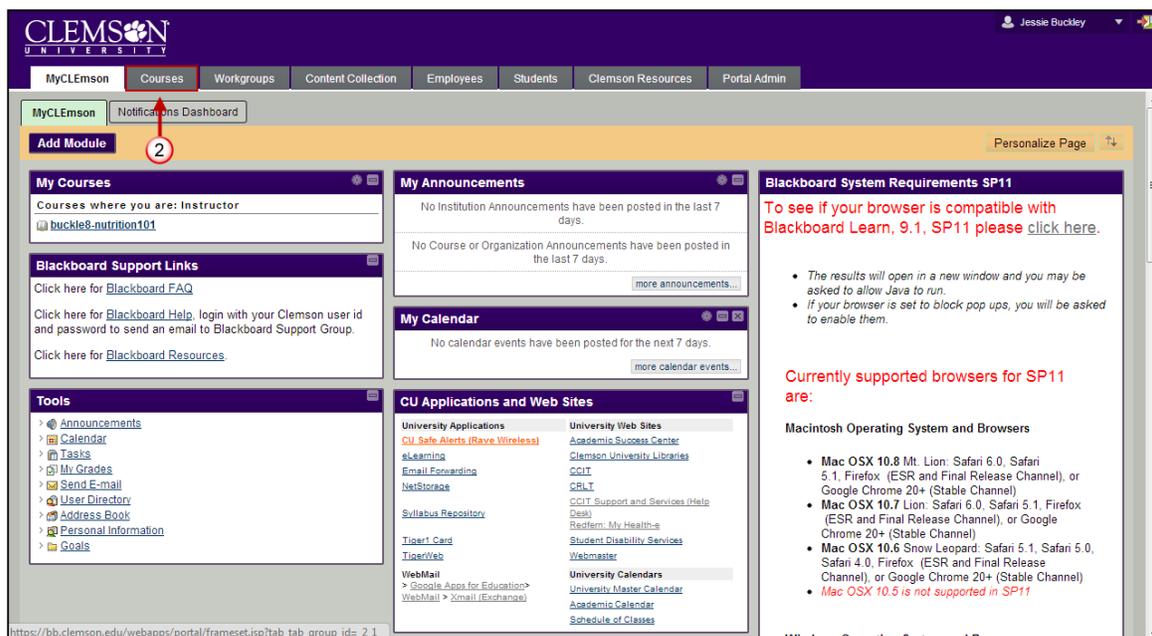
## Beginner

Editing Groups ..... 1

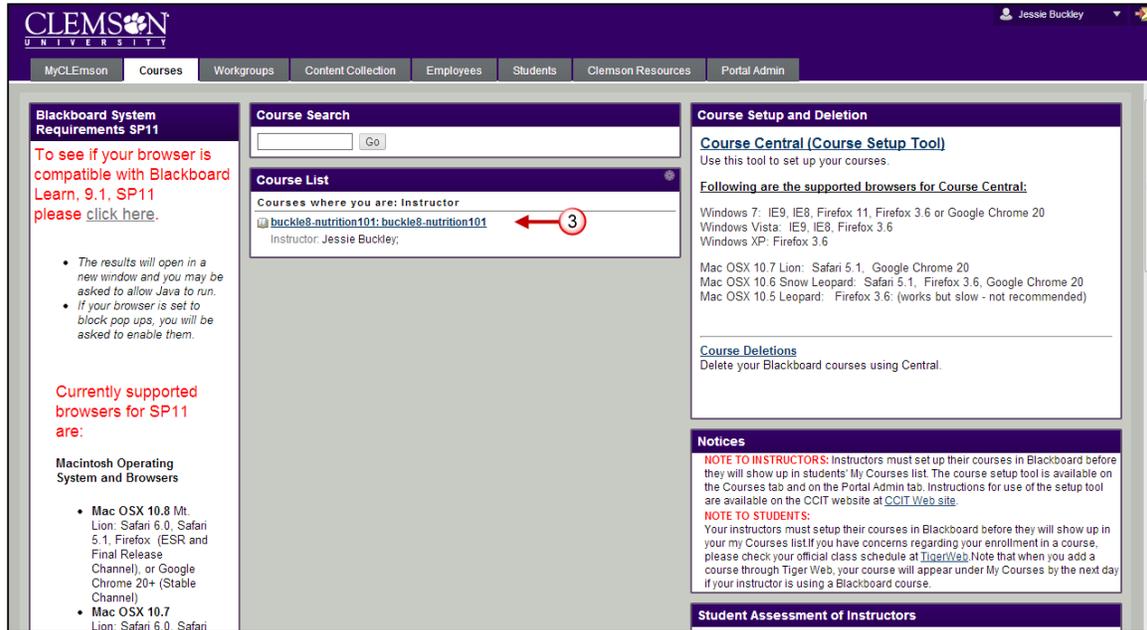
Deleting a Group ..... 4

## Editing Groups

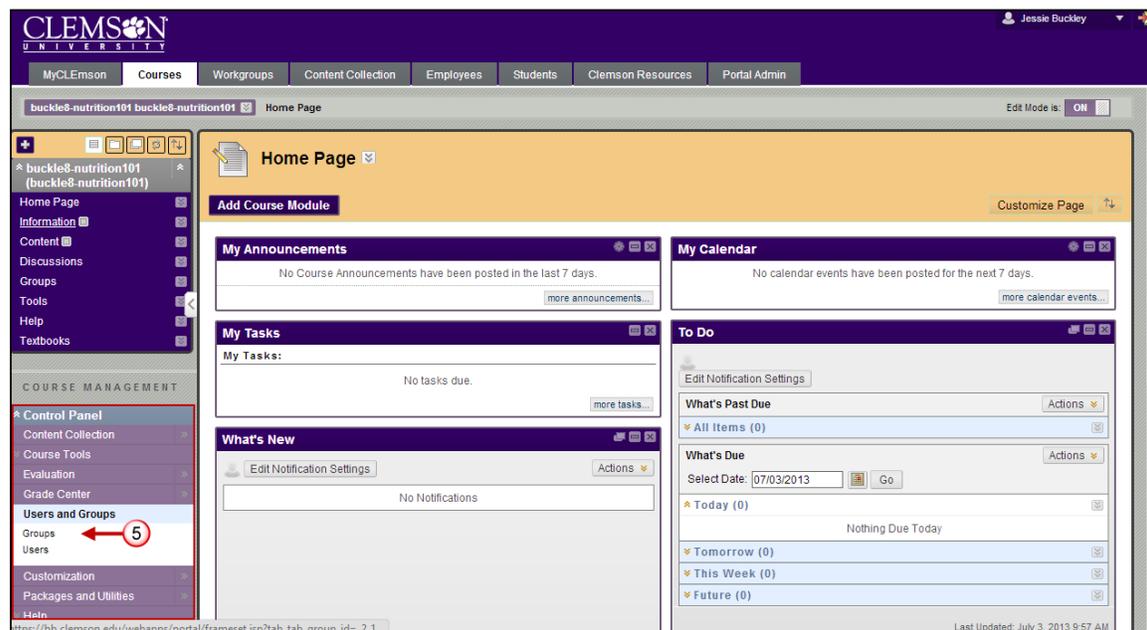
1. Login to Blackboard Learn.



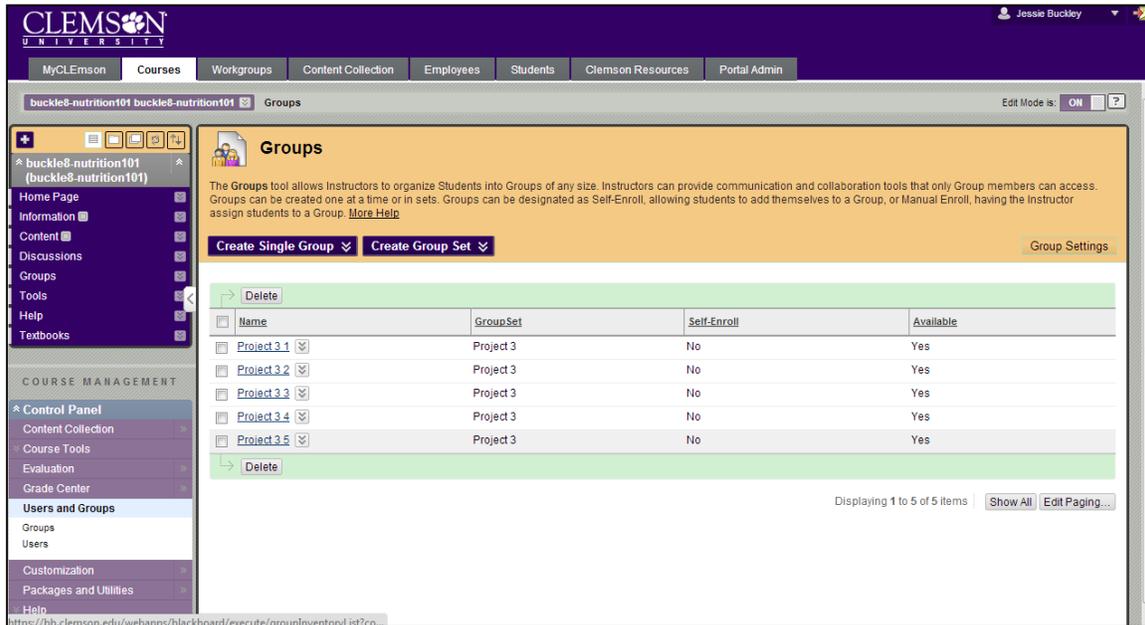
2. Click the **Courses** tab.
3. Click the course to open from the **Course List** module.



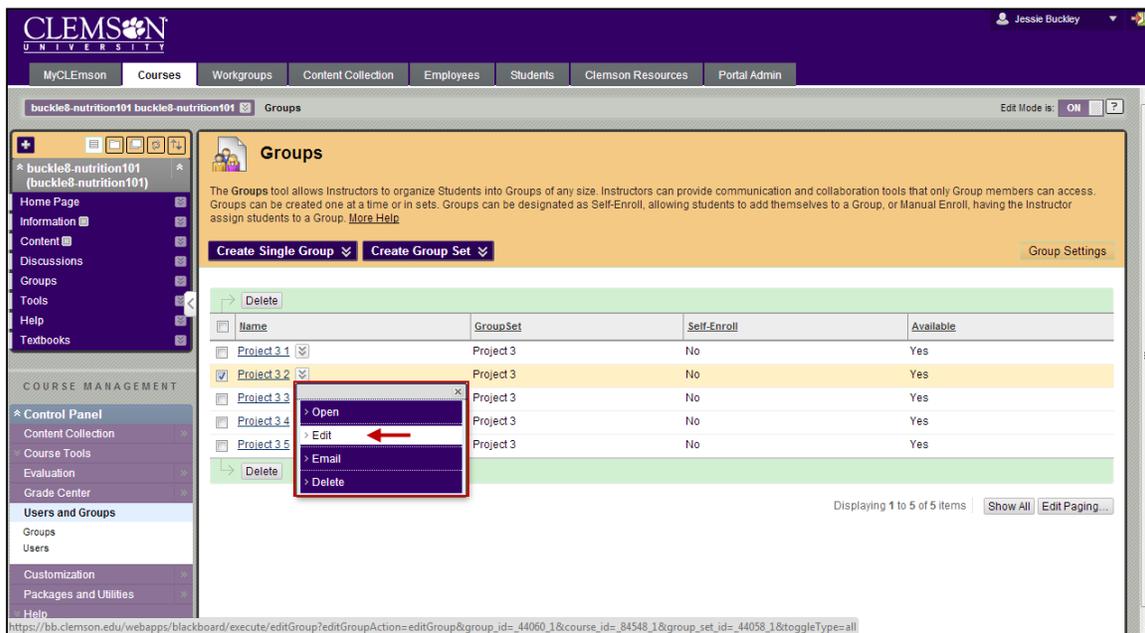
- The course entry page will be displayed. From the **Control Panel**, click the chevron to expand **Users and Groups**.



- Click **Groups**.



6. The Groups page is displayed.
7. From the Groups page, click the action link for the Group to modify.



8. Then click **Edit**. The Edit Group page is displayed.
9. From here you can modify the Group name, availability, enrollments, and available tools.
10. Then click **Submit**. The Groups page is displayed.

## Deleting a Group

To delete a Group:

1. From the Groups page, select the Group to delete.

The screenshot shows the MyCLEmson interface for the course 'buckle8-nutrition101'. The 'Groups' page is active, displaying a table of groups. The table has columns for Name, GroupSet, Self-Enroll, and Available. The groups listed are Project 3.1, Project 3.2, Project 3.3, Project 3.4, and Project 3.5. A red box highlights the 'Delete' link for Project 3.4, and a red arrow points to a context menu that appears over it, with 'Delete' selected. A red circle with the number '2' is placed near the context menu.

Name	GroupSet	Self-Enroll	Available
Project 3.1	Project 3	No	Yes
Project 3.2	Project 3	No	Yes
Project 3.3	Project 3	No	Yes
Project 3.4	Project 3	No	Yes
Project 3.5	Project 3	No	Yes

2. Then click **Delete** or click the action link for the Group and select **Delete**.
3. A pop-up message will be displayed.
4. Click **OK** to continue.