

Assignment: Configure & Grade Group Assignments

In AsULearn, faculty can create assignments where students work in groups and each group makes an assignment submission. For example, students in a group can submit one file that represents their joint work. Any group member can download, modify, and re-upload a file, or edit a text entry. For faculty, grading one student within the group submissions will automatically replicate that grade and feedback to all group members.

Group Submission Setup Process

1. Make sure that students are placed into groups within AsULearn. If you have a particular set of groups you want to use for this activity, and exclude other groups, than you should also create a grouping. [Group Help Page](#)
2. Enable Group Submission
3. Configure Group Submission Options
4. Grade Student Submissions

Step-by-step guide for Group Assignment Setup

1. Make sure that students are placed into groups within AsULearn. If you have a particular set of groups you want to use for this activity, and exclude other groups, than you should also create a grouping. [Group Help Page](#)
2. On your course page, click Turn editing on.
3. Add a new assignment activity, or Edit settings for an existing Assignment. The New/Update Assignment page will open.
4. Configure the General, Availability, Assignment type, etc., for the assignment.
5. Click Group submission settings to view the Group submission options, and from the Students submit in groups drop-down menu, select Yes.
6. From the Grouping for student groups drop-down menu, select the Grouping you created for your student groups.
7. Under Common module settings, from the Group mode drop-down menu, select Separate groups or Visible groups, and from the Grouping drop-down menu, select the Grouping used in the previous step.

Note: This step is especially important if you are assigning different Assignment activities to different groups in your course. But even if everyone in the course is assigned the same activity, choosing Common Module settings here will make grading the assignment easier (see Grade Student Submissions, below).

8. Scroll to the bottom of the page and click Save and return to course.

▼ **Group submission settings**

Students submit in groups	?	Yes ⇅
Require group to make submission	?	Yes ⇅
Require all group members submit	?	No ⇅
Grouping for student groups	?	None ⇅

Grade Student Submissions

1. On your course page, click the link to the assignment activity you want to grade. The Assignment page will open, showing the Grading summary and Submission status.
2. Click View/grade all submissions. The Assignment submissions page will open.
3. From the Separate groups or Visible groups drop-down menu, select a Group to grade. The page will reload to show only the students from that Group.

Note: The groups drop-down will not appear unless you have designate a group setting within the Common module settings for the assignment.

4. Click the Gradelink next to a specific student's submission from the Group. The submission Grading page will open.
5. Provide a grade and feedback comments as you would normally.
6. Scroll down to the bottom and click Save changes.

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