

ALEKS

Student Groups

Instructors can create Student Groups in order to group together students in their course. Student Groups can then be used to filter reports and Gradebook scores, and also help instructors manage large classes.

Basic Instructor Module

The feature is located in the Administrator Center of the Basic Instructor Module after selecting a class.

The screenshot shows the ALEKS Instructor Module interface. At the top, there's a navigation bar with links for Student View, Course Forum, Inbox, Use Advanced IM-2, and Sign Out. Below that, a user profile for 'ALEKS Community' and 'ALEKS Training' is visible. The main content area is titled 'Administrator Center' and lists various course administration options. The 'Student Groups' option is highlighted with a red box. Other options include View course roster, Student account preferences, Move a student from this course to another, Unenroll a student from this course, Access this course Forum, Delete this course, Share Course Access, and Course Resources. A sidebar on the right shows the date 'January 22, 2014' and a 'Course Calendar' link.

Advanced Instructor Module

Instructors can find the feature on the Home tab under the **Advanced Options** after selecting a class.

The screenshot shows the ALEKS Instructor Module interface with the 'Home' tab selected. The left sidebar displays a tree view of courses, with 'Accounting Cycle (Corporation) / Acct Cycle - Corp' selected. The main content area shows 'Connors, Julie'. Below the navigation bar, there's a menu with 'Advanced Options' expanded, and 'Student Groups' is highlighted with a red box. Other options in the menu include Edit Course, Course Options, Share Course Access, Textbook Selection, Objectives Editor, Course Content, Enroll Students, Cleanup Tool, Course Roster, Course Forum, Send Message, Course Calendar, and Course Resources.

After selecting Student Groups from the **Advanced Options** menu, instructors can click on the **Add Student Group** button to create a new Student Group.

The screenshot shows a navigation menu with tabs: Home, Reports, Gradebook, Homework, Quizzes, and Tests. Under the 'Reports' tab, the 'Advanced Options' menu item is highlighted. Below the menu, the page title is 'Advanced Options: Acct Cycle - Corp / Accounting Cycle (Corporation)'. The main heading is 'Student Groups'. A description states: 'Student Groups can be used to group together students in this course. The groups can then be used to filter reports and gradebook scores.' Below this, it says 'You have no Student Groups:' followed by a green 'Add Student Group' button.

Instructors can use the default student group name or enter a preferred name. They can then select the students who will be included in the Student Group and click on the **Save** button. Students can belong to multiple groups. Each column can be sorted by clicking on the column title.

The screenshot shows the 'Add Student Group' form. At the top, there is a link '<< Return to Student Groups'. Below that, a text prompt says 'Enter a name for the Student Group. Then, select the students you want to add to this Student Group.' The 'Student Group:' field contains 'Group 1'. Below the field, it says 'Show: all Students | [students not in any other Group](#)'. At the bottom, it displays 'Total # of Students Enrolled in Course: 35' and 'Total # of Students in this Group: 0'. A table lists the students available for selection:

Add	Student ▾	Login	Student ID	Email	Other Groups the Student Belongs to ?
<input checked="" type="checkbox"/>	A, Mark	MAMPONIN			No Other Groups
<input type="checkbox"/>	B, George	GBURCA			No Other Groups
<input type="checkbox"/>	C, Arodi	ACFUENTES2			No Other Groups
<input type="checkbox"/>	C, Dashaya	DCRAIG16			No Other Groups
<input type="checkbox"/>	C, Joy	JCOOPER124			No Other Groups

After creating a Student Group, instructors will see a confirmation page. From here they can edit an existing group, or create a new one.

If instructors click on the **Edit Student Group** link, they will arrive at an edit page. They can modify the Student Group name, and add or remove students from the group. Instructors can also manage their Student Groups through the Action column, from here they can edit, view, or delete the group.

✔ Your changes have been saved successfully.

Student Groups

[Add Student Group](#)

Current Student Groups [Show all Students and Groups](#)

To add or remove students from an existing Student Group, click on the "edit student group" link, or select from the Action column.

Student Group	# of Students	Action
Group 1 Edit Student Group	4	Select an Action
Study Group A Edit Student Group	5	Select an Action Select an Action Edit Student Group View Student Group ----- Delete Student Group
Study Group B Edit Student Group	6	

Instructors can click on the **Show all Students and Groups** link to see the full list of students and the groups each one belongs to. From here, they can filter the list using the **View** menu. Filtering options include "All Students," "Student not in Any Group," and each existing group.

View Student Group

[<< Return to Student Groups](#)

View:

All Students

- All Students
- Students not in Any Group
- Group 1
- Study Group A

	login	Student ID	Email	Groups the Student Belongs to
A, Mark	MAMPONIN			Study Group A
B, George	GBURCA			Study Group A
C, Arodi	ACFUENTES2			Study Group A
C, Dashaya	DCRAIG16			Study Group A
C, Joy	JCOOPER124			Study Group A

Filtering Reports and the Gradebook

When viewing reports and the Gradebook, instructors can filter the data by Student Groups using the **Group Filter** menu. This drop-down menu will appear at the top of each ALEKS report and the Gradebook if Student Groups have been created by the instructor.

From this menu, instructors can select **All Students**, or they can select one of the Student Groups they have created. Selecting a group from the menu will only display data for the students in the selected group.



A screenshot of a web interface showing a 'Group Filter' dropdown menu. The text 'Group Filter:' is followed by a text box containing 'Group 1' and a small downward-pointing arrow icon to its right, indicating a dropdown menu.

Sharing Access to Student Groups with Other Instructors or TAs

Instructors can share access to their ALEKS classes with other adjuncts, TAs, or any instructor that has an ALEKS account at the school. Instructors can choose to share access with others for all students in their class, or they can create Student Groups in order to only share data for certain students with others. For more information on how to share access to Student Groups, please see the Share Course Access tutorial.