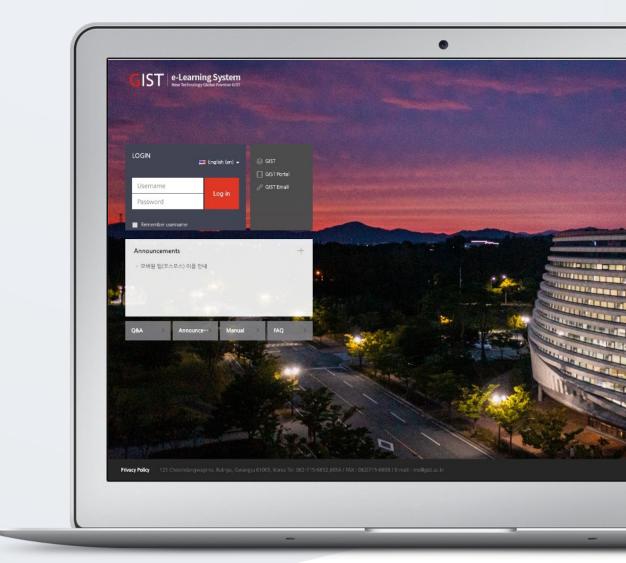
## **PROFESSOR MANUAL**

### **5.GROUP PROJECT**



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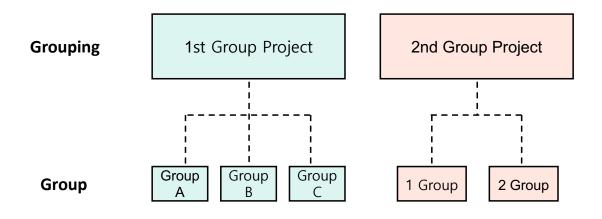
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# **GROUP PROJECT**

Like group activities performing at offline learning environment, after groups are constituted, group activities are assigned to them.

'Grouping' is the purpose of dividing learners into groups and is the parent category of the group. 'Group' is each group that belongs to 'Grouping'.

(\*Warning) If you have more than one project with different grouping, set 'Grouping' to separate. \* Even if the group organization is same, set 'Grouping' and make groups.



# **CREATE GROUPING**

(1) Click 'Others' menu > 'Group setting' at the left-side of the course homepage.

(2) Click 'Groupings' tab.

(3) Click the [Create grouping] button.

8a	Course Home —		♠ > Educational Data Science > Group	DS			
Đ	Course Info 👻	4					
ات	Grade/Attendance 👻		2				
Q	Students Notifications +		Group	Overview			
¥	Others -						
	Course Settings		Groupings				
말 1	· Group settings		Grouping		Groups	Activities	Edit
22	Group members						
ጵ	Question bank						
	Reports	3	Create grouping				
$\square$	<ul> <li>Assistant/Auditing app…</li> </ul>						
~~	Online-Attendance sett…						
Ű	View Student screen						
	Activities/Resources —						

(4) Type 'Grouping name', and then click the [Save] button.

8a	Course Home —		Educational Data Science > Groups > Participants > Groupings
9	• Participants list	4	Create grouping
Q	Grade/Attendance -		
	Statistics     Online-Attendance		<ul> <li>General</li> </ul>
멸	Offline-Attendance		
	Grades		Grouping name*
ጵ	Grade Rate		
	Students Notifications +		Grouping ID number 🛞
	Others -		
m	Course Settings		Grouping description
	Group settings     Group members		
	Ouestion bank		
	Reports		
	Assistant/Auditing app…		
	Online-Attendance sett…		
	View Student screen		
	Activities/Resources —		
	📀 Label 🛛 🗖	4	
	Assignment Add		4 Save changes Cancel
	S File Add		Save changes Cancer
	VOD Add		There are required fields in this form marked *.
	More -		

### AUTO-CREATE GROUPS

You can create groups automatically through some criteria like ID number or student name.

(1) Click 'Others' menu > 'Group setting' at the left-side of the course homepage

(2) Click 'Groups' tab.

(3) Click the [Auto-create groups] button.

<i>8a</i>	Course Home —	♠ > Educational Data Science > Groups
Ē	Course Info   Participants list Grade/Attendance  Statistics	Composition of the second seco
폡	Online-Attendance     Offline-Attendance	2022 - 10 Educational Data Science Groups Groups: Members of:
*	<ul> <li>Grades</li> <li>Grade Rate</li> </ul>	
	Students Notifications 👻 Others 🔺	
1	Course Settings     Group settings	
	<ul> <li>Group members</li> <li>Question bank</li> <li>Reports</li> </ul>	
	Assistant/Auditing app…     Online-Attendance sett…	Edit group settings Add/remove users
	View Student screen	Create group
	Activities/Resources —	3 Auto-create groups
	Add Add	Import groups

(4) Set 'Naming scheme', 'Auto create based on', 'Group/member count', 'Allocate members' and 'Grouping of auto-created groups'. Click the [Submit] button.

- Naming scheme: You can use '@' and '#' to create group names in alphabetical or numerical order.

- Auto create based on: Number of group / Member per group
- Group/member count: Enter a number to match the 'Auto create based on'.
- Allocate members: No allocation / Randomly / Alphabetically by first name, last name /

Alphabetically by last name, first name / Alphabetically by ID number

- Grouping of auto-created groups: No grouping / New grouping / 'Grouping name'

8a	Course Home -	🛖 $\geq$ Educational Data Science $\geq$ Groups $\geq$ Participants $\geq$ Groups	
P	Course Info 🔺 🧃 🧃		
'U'	Participants list	Auto-create groups	
Q	Grade/Attendance 🔺		
	Statistics     Online-Attendance		<ul> <li>Collapse all</li> </ul>
말	Offline-Attendance	General	
8.8	Grades		
ጵ	Grade Rate	Naming scheme* () Group @	
	Students Notifications +		
	Others 🔺	Auto create based on Number of groups ~	
	Course Settings	Group/member count*	
	Group settings     Group members		
	Question bank		
	Reports	- Group members	
	Assistant/Auditing app		
	Online-Attendance sett…		
	View Student screen	Select members with role 회원 ~	
		Select members from grouping None ~	
	Activities/Resources —	Allocate members Randomly ~	
	🙆 Label 🛛 🗛 🗸	Prevent last small group	
	Assignment Add	Include only active enrolments ⑦	
	S File		
	VOD Add		
	More -	<ul> <li>Grouping</li> </ul>	
	Administration —	Grouping of auto-created groups New grouping	
	+ 0 -		
		Grouping name	
	<ul> <li>Course administration</li> </ul>		
	<ul> <li>Edit settings</li> <li>Turn editing off</li> </ul>		
	▼ Users	Pre 4 Submit Cancel	
	Enrolled users		

### CREATE GROUP (MANUALLY)

If there are groups in the classroom, use 'Create group' option.

#### Create a Group

(1) Click 'Others' menu > 'Group setting' at the left-side of the course homepage

- (2) Click 'Groups' tab.
- (3) Click the [Create group] button.

8a	Course Home —		
Ð	Course Info 🔺 • Participants list		
Φ	Grade/Attendance - · Statistics · Online-Attendance	Groups Groupings Overview 2022 - 10 Educational Data Science Groups	
	Offline-Attendance	Groups:	Members of:
	<ul> <li>Grades</li> <li>Grade Rate</li> </ul>		
	Students Notifications 👻		
	Others 🔺		
	Course Settings		
1	Group settings		
	Group members		
	Question bank		
	Reports		
	Assistant/Auditing app…		Add/remove users
	Online-Attendance sett…	Edit group settings	
	View Student screen	Delete selected group	
	Activities/Resources —	3 Create group	

(4) Type 'Group name' and click the [Save changes] button.

8a	Course Home —		♠ > Educational Data Science > Groups > 1	Participants $>$ Groups
m	Course Info 🔺	4		
Ð	Participants list			
$\sim$	Grade/Attendance +		<ul> <li>General</li> </ul>	
$\square$	Statistics			
ात्म	Online-Attendance		Group name*	
Ē	Offline-Attendance			
8	Grades		Group ID number 🕐	
' <sup>A</sup> '	Grade Rate			
	Students Notifications 👻		Group description	
	Others 🔺			
	Course Settings     View Student screen			
	Activities/Resources —			
			Enrolment key 🕐	Click to enter text 🖉 🔍
	🙆 Label 🛛 🗛 🗛	4	Hide picture	No
	_			
			New picture 💮	Choose a file
	S File Add			
	VOD Add			
	More -			
				You can drag and drop files here to add them.
	Administration -			
	÷ •			
			4	Construction County
	<ul> <li>Course administration</li> </ul>			Save changes Cancel

#### Add Users to a Team

(5) After selecting group, click the [Add/remove users] button.

Course Home —	A > Educational Data Science > Groups
Course Info - • Participants list	
Grade/Attendance - • Statistics	Groups Groupings Overview
Online-Attendance     Offline-Attendance	2022 - 10 Educational Data Science Groups Groups: Members of: 웹A (0)
Grades     Grade Rate	월A (0) 영어 (6)
Students Notifications - Others -	
Course Settings     Group settings	
Group members     Question bank	
Reports     Assistant/Auditing app…     Online-Attendance sett…	Edit group settings 5 Add/remove users
View Student screen	Delete selected group Create group
Activities/Resources —	Auto-create groups
Add Add	Import groups

(6) Select users at 'Potential members', and then click the [Add] button.

۳I	Course Info A • Participants list Grade/Attendance A	4				
			Add/remove users: 팀A			
Û	Statistics     Online-Attendance		Group members		Potential members	
Ē	Offline-Attendance		None		운영자 (1) UBION (ubion20, Ubionid20@aa.net _) ((	
ጽ	Grades     Grade Rate				<b>회원 (10)</b> 유비온1 (ubion01, Ubionid01@aa.net, , ) 유비온10 (ubion10, Ubionid10@aa.net, ,	
$\square$	Students Notifications + Others +				유비온2 (ubion02, Ubionid02@aa.net, , ) 유비온3 (ubion03, Ubionid03@aa.net, , ) 유비온4 (ubion04, Ubionid04@aa.net, , )	
	Course Settings     Group settings     Group members     Question bank		G	← Add Remove →	유비온5 (ubion05, Ubionid05@aa.net, ) 유비온5 (ubion05, Ubionid06@aa.net, ) 유비온7 (ubion07, Ubionid07@aa.net, ) 유비온7 (ubion07, Ubionid07@aa.net, ) 유비온9 (ubion09, Ubionid09@aa.net, )	Selected user's membership:
	Reports     Assistant/Auditing app…     Online-Attendance sett…					
[	View Student screen		Search options >		Search	
A	Activities/Resources —		Back to groups			

#### Grouping: Add Groups to a Grouping

(7) Click 'Groupings' tab to specify the group classification of manually created groups.

(8) Click the 'Show groups in grouping' in 'Edit' section.

<i>8a</i>	Course Home —		♠ > Educational Data Science > Groups			
Ē	Course Info A • Participants list Grade/Attendance A • Statistics	4	Group 7 Groupings Overview			
Ē	Online-Attendance     Offline-Attendance		Groupings Grouping	Groups	Activities	Edit
	<ul> <li>Grades</li> <li>Grade Rate</li> </ul>		Team Project	None	0	* × 44 8
$\square$	Students Notifications - Others -		Create grouping			
	Course Settings     Group settings					
	Group members     Question bank					
	Reports     Assistant/Auditing app…     Online-Attendance sett…					

(9) Select groups at 'Potential members', and then click the [Add] button.

Pa	Course Home —		A ≥ Educational Data Science ≥ Groups ≥ Participants ≥ Groups
Ð	Course Info ▲ • Participants list	4	
Q	Grade/Attendance - · Statistics		Add/remove groups: Team Project
Ţ	Online-Attendance     Offline-Attendance		Existing members: 0 Potential members: 2 명주 명상
**	<ul> <li>Grades</li> <li>Grade Rate</li> </ul>		
9	Students Notifications - Others -		
Ĩ	Course Settings     Group settings		← Add
	Group members     Question bank		
	Reports     Assistant/Auditing app		
	Online-Attendance sett…     View Student screen		Back to groupings

# **GROUP BOARD**

It is used as a space for sharing information and discussion during group learning. You can check all students' posts or select groups to see each group board.

(1) Type a name and select type of boards as 'Group board'.

(2) Set 'Group mode' and 'Grouping' at 'Common module settings' section.

- Separate groups: Students can only see the activities of own group and not the activities of other groups.

- Visible groups: Students can also see other groups' activities.

- When you select a grouping, students within same grouping can use the group board together.

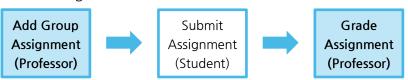
(3) Click the [Save] button.

<i>8a</i>	Course Home —	Arr → Educational Data Science → SWeek [28 March - 3 April]	
P	Course Info A 4 • Participants list Grade/Attendance A	Adding a new Board to 5Week [28 March - 3 April] ③	
Q	Statistics		Expand all
恒	Online-Attendance     Offline-Attendance	▼ General	
ጵ	Grades     Grade Rate	1 Board Name*	
	Students Notifications + Others +	Board Type* Group Board ~	
	View Student screen	Explanation B / H B / H B Ø 🐼 🖬 🖻	
	Activities/Resources +		
	Administration — + & *		
	<ul> <li>Course administration</li> <li>Edit settings</li> <li>Turn editing off</li> <li>Users</li> <li>Unenrol me from 2022 - 10</li> </ul>	Attachment	
	Educational Data Science	* Autoiment	
	Filters Reports	<ul> <li>Others</li> </ul>	
	Gradebook setup Outcomes Backup	Common module settings	
	📩 Restore 📩 Import @ Publish	Visible Show ~	
	Reset	2 Group mode ⑦ Separate groups ~	
	Recycle bin	Grouping ⑦ Team Project ~	
		Add group/grouping access restriction	
	Add a block		
	Add ~	Restrict access	
		3 Save and display Cancel	

# **GROUP ASSIGNMENT**

You can give each group a question or project about the course and confirm students' level of





### Add Group Assignment

It is the same as registering a general individual assignment, and you need to set up an additional "Group Submission Settings".

#### (1) Type a name and description.

- You can type topic, style, etc. about the assignment in order to give students information about the assignment.

	Course Home —	🏦 > Educational Data Science 🗇 3Week [14 March - 20 March]
	Course Info A	Adding a new Assignment to 3Week [14 March - 20 March] Image: Compared to 3 March - 20 March]
Ψ	Grade/Attendance - · Statistics	Expand all
	Online-Attendance     Offline-Attendance	▼ General
	Grades     Grade Rate	1 Assignment name*
	Students Notifications + Others +	
	View Student screen	
	Activities/Resources —	
	🙆 Label 🛛 🗛 🖉	
	<ul> <li>Assignment</li> <li>Add</li> <li>File</li> <li>Add</li> </ul>	

(2) Select 'Yes' for 'Students submit in groups' and select 'Grouping for student groups'.

- If you select 'Grouping for student groups', students can submit a group assignment as a group in grouping.

(3) Click the	[Save] button.
---------------	----------------

▲ Backup ▲ Restore ▲ Import ❷ Publish	Group submission settings	
Reset     Question bank     m Recycle bin	Students submit in groups ③ Yes ~	
Site administration	Require group to make submission	
Search in setting Go	Require students click submit No  Utton	
Add a block	Require all group members submit	
	Grouping for student groups ③ Team Project ~	
	→ Grade	
	Common module settings	
	▶ Restrict access	
	4 Save and display Cancel	

#### **Grade Group Assignment**

At Grading group assignment page, check the student's assignment submission status and enter the score. Assignment grades are reflected automatically in 'Grades' below 'Grade/Attendance' of 'Course Home' menu.

(1) Click assignment that is uploaded in week section, and then click the [View all submissions] button.

<i>8</i> a	Course Home —	Educational Data Science > 3Week [14 March - 20 March] > Team As	Educational Data Science ⇒ 3Week [14 March - 20 March] ⇒ Team Assignments				
	Course Info - • Participants list	Team Assignments					
	Grade/Attendance - • Statistics	Grading summary					
	Online-Attendance     Offline-Attendance	Groups	2				
ጽ	Grades	Submitted	2				
· ^ ·	Grade Rate	Due date	2022-04-18 00:00				
$\square$	Students Notifications -	Time remaining	6 days 9 hours				
	Others -						
Ð	View Student screen	Viewa	l submissions 우수 과제 선정				

#### (2) Click the [Grade] button of student.

32	Course Home —		♠ > Ed	ucational Data S	cience > 3We	ek [14 March - 20 March	] > Team Assig	nments					
)	Course Info ▲ • Participants list	4	Team	Assiann	ants								
i.	Grade/Attendance												
	Statistics		Grading a	ction Choos	se		-						
	Online-Attendance     Offline-Attendance		Select	Fullname	ID number 	Email address —	Department	Institution	Status	Group	Grade	Edit	Last modified (submission) —
	<ul> <li>Grades</li> <li>Grade Rate</li> </ul>			유비온1	ubion01	Ubionid01@aa.net			Submitted for grading	2	Grade	\$	2022-04-11 14:32
	Students Notifications + Others +			유비온2	ubion02	Ubionid02@aa.net			Submitted for grading	EB	Grade	٠	2022-04-11 14:33
	View Student screen			유비온3	ubion03	Ubionid03@aa.net			Submitted for grading	팀A	Grade	\$	2022-04-11 14:32
	Activities/Resources +			유비온4	ubion04	Ubionid04@aa.net			Submitted for grading	팀B	Grade	\$	2022-04-11 14:33
	Administration — + +			유비온5	ubion05	Ubionid05@aa.net			Submitted for grading	팀A	- Grade	\$	2022-04-11 14:32
	Assignment administration			유비온6	ubion06	Ubionid06@aa.net			Submitted for grading	팀B	Grade	\$	2022-04-11 14:33
	<ul> <li>Edit settings</li> <li>Group overrides</li> <li>User overrides</li> <li>Advanced grading</li> </ul>			유비온7	ubion07	Ubionid07@aa.net			Submitted for grading	팅A	Grade	\$	2022-04-11 14:32

_			
8a	Course Home —	😭 🗧 Educational Data Science 🗧 3Week [14 March - 20 March] 🗁 Team Assignments	
H	Course Info      Participants list	Course: Educational Data Science Assignment: Team Assignments ubion01, Ubionid01@aa.net	
	Grade/Attendance - · Statistics	Cue date: 18 April 2022, 00:00 AM 1 of 10	
Ē	Online-Attendance     Offline-Attendance	Submission Team: 넿A Submitted for grading	
Ř	Grades     Grade Rate	Not graded 6 days 9 hours remaining 5 Studen can edit this submission	
	Students Notifications + Others +	SAMPLE.docx ▶ Comments (0)	
	View Student screen	Grade 3	
	Activities/Resources +	Grade out of 100 💮	
	Administration —	Current grade in gradebook -	

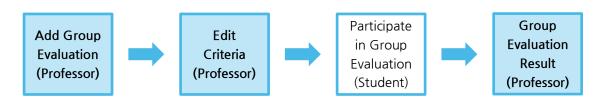
(3) Type the score. Also, you can leave a comment about the assignment for each student.

(4) Set 'Apply grades and feedback to entire group' option and click the [Save] button.

	Group submission settings
Administration — + & *	Apply grades and feedback to entire group Yes
<ul> <li>Assignment</li> <li>administration</li> <li>Edit settings</li> </ul>	Notify students Z Save changes Reset

## **GROUP EVALUATION**

After a group project, you can evaluate each other between groups or group members.



### Add Group Evaluation

(1) Type a name.

<i>8a</i>	Course Home —		A ≥ Educational Data Science ≥ 4Week [21 March - 27 March]	
P	Course Info - Participants list	4	Adding a new Group Evaluation to 4Week [21 March - 27 March]	
Q	Grade/Attendance - • Statistics			Expand all
可	Online-Attendance     Offline-Attendance		▼ General	
ጵ	Grades     Grade Rate		1 Name*	
	Students Notifications + Others +			
	View Student screen			
	Activities/Resources +			
	Administration			
	<ul> <li>Course administration</li> <li>Edit settings</li> <li>Turn editing off</li> <li>Users</li> <li>Unservol me from</li> </ul>		Display description on course page	

(2) Set 'Evaluation type' and evaluation period.

2022 - 10 Educational Data Science	Format							
Reports     Gradebook setup     Outcomes	2 Evaluation type	Members	in the same	group		~		
📩 Backup	Self-evaluation	No				~		
tar Restore tar Import @ Publish @ Reset ▶ Question bank	Use comment	If enabled, a	e learner can	evaluate	oneself a	and the g	group th	hat the learner belongs to.
The Recycle bin								
	Availability							
Add a block	Open the evaluation	2022 ~	April	~	11 🗸	00 、	00	∼ I Chable
Add 🗸	Close the evaluation	2022 🗸	April	~	18 🗸	23	59	∽ ∰ 🗹 Enable
	Show evaluation from	2022 🗸	April	~	19 🗸	00 、	• 00	∽ I Enable
		평가 공개 시작	작 일시를 기준	으로 최다	1시간 이	후에 성격	이 공개	됩니다.

(3) Set 'Grouping' at 'Common module settings' section.

- When you select a grouping, students within same grouping participate in group evaluation.

(4) Click the [Save] button.

4	✓ Common module settings	
	Visible Show ~	
	Group mode ⑦ Separate groups ~	
	3 Grouping 🕐 None 🗸	
	Add group/grouping access restriction	
	Restrict access	
	4 Save and display Cancel	

### **Edit Criteria**

(1) Click the group evaluation registered for the week, then click the [Edit criteria] button or 'Edit criteria' tab.

8a	Course Home —	A ≥ Educational Data Science > 4Week [21 March - 27 March] > Team Project					
Ð	Course Info - Participants list						
Φ	Grade/Attendance - · Statistics	Overview Evaluate Edit Criteria Result Evaluation status					
멸	Online-Attendance     Offline-Attendance	Name Team Project					
ጵ	Grades     Grade Rate	Evaluation type         Members in the same group           During         2022-04-11 00:00 - 2022-04-18 23:59					
	Students Notifications + Others +	During 2022-04-11 00:00 - 2022-04-18 23:59					
	View Student screen	No evaluation criteria has been added yet.					
	Activities/Resources +	Edit Criteria lo add evaluation criteria.					
	Administration + & *						

(2) Click the [Add criteria] button.

(3) Type 'Criteria' and 'Highest score', and then click the [Save] button.

82	Course Home —	🏤 > Educational Data Science > 4Week [21 March - 27 March] > Team Project	
	Course Info - • Participants list		
₽	Grade/Attendance - · Statistics	Overview Evaluate Edit Criteria Result Evaluation	n status
	Online-Attendance     Offline-Attendance	Add criteria	Highest score Notes
	Grades     Grade Rate	Criteria Criteria	2 Add criteria
	Students Notifications + Others +	Highest score Highest score	
	View Student screen	3 Save Close	
	Activities/Resources +		
	Administration — + &+		

### **Group Evaluation Result**

#### Result

At 'Result' tab, you can check students' scores. Click the [Excel Download] button to download results as Excel file. \* Students can check their own score.

#### **Evaluation Status**

At 'Evaluation Status' tab, you can check whether students participate in the group evaluation.