

## DESCRIPTIONS OF ENROLMENT TYPE OPTIONS

The following descriptions explain the enrolment type options available when creating a new category and provide conceptual information on when you should use them.

Enrolment Type Option	Description
# of Groups – No Auto Enrolments	<p>Selecting this option creates a specified number of groups, for which you can add any number of users using the <b>Enrol Users</b> page.</p> <p><b>Use this enrolment type:</b></p> <ul style="list-style-type: none"> <li>when you know how many groups you want to create and which users you want in each group.</li> </ul>
Groups of #	<p>Selecting this option creates the minimum number of groups needed to place users in groups of a specified maximum size.</p> <p>More groups are created when they are needed to accommodate users. In the Members column of the Groups table, capacity markers display in the form <math>x/y</math>, where <math>x</math> is the number of enrolled students and <math>y</math> is the capacity.</p> <p><b>Use this enrolment type:</b></p> <ul style="list-style-type: none"> <li>when you know how many users you want in each group.</li> </ul> <p>If users are enrolled before groups are set up and the <b>Can be auto enrolled into groups option is enabled</b>, users are added using a brick laying algorithm. For example, if a maximum group size of 5 users is chosen for a class of 23, then 5 groups are created. The first user is added to Group 1, the second to Group 2, and so on. The sixth user returns the enrolment sequence to Group 1. Groups 1, 2 and 3 have 5 users and Groups 4 and 5 have 4 users. If a new user enrolls later, they are put in Group 4.</p> <p>If you also enable the <b>Auto-enrol new users</b> option and all of the existing groups reach their maximum size, new users are added to a new group. Because there is no way to know how many new users will join, all new users are added to the same group until it is full. This is called a bucket-filling algorithm because the limits of one group must be met before creating another group.</p> <p>If users are enrolled after groups are set up, users are added to groups using a bucket-filling algorithm because there is no way for the system to determine how many groups in total are needed. For example, if a maximum group size of 5 users is chosen for a class in which 23 users eventually enrol, the first five users are added to Group 1, the sixth through tenth user to Group 2, and so on. After 23 users are enrolled, groups 1-4 have 5 users and Group 5 has 3 users.</p> <p>If the <b>Can be auto enrolled into groups</b> option is cleared, the minimum number of groups needed to create groups under the specified size are created with no users</p>

	<p>enrolled in them. If no users are enrolled in the course, one group is created. You can enrol users using the Enrol Users page.</p> <p><b>Note:</b> If a learner is unenrolled from a course, and new learners enrol in the course, and the original learner re-enrols into the course, the group the original learner was in will exceed the maximum number of learners. This is done to ensure learners are able to maintain the work they contributed to previously. If you would like to maintain a strict number of learners per group, reorganization of groups after un-enrolments and re-enrolments must be done manually.</p>
<p><b># of Groups</b></p>	<p>Selecting this option creates a specified number of groups.</p> <p><b>Use this enrolment type:</b></p> <ul style="list-style-type: none"> <li>• when you know how many groups you want to create and you want the system to place users in groups for you.</li> <li>• when you want group membership to be indiscriminate, or when classroom, resource, or teaching assistant availability restricts the number of groups you can have.</li> </ul> <p>If the <b>Can be auto enrolled</b> into groups option is enabled, users are added using a brick laying algorithm, regardless of whether they enrolled before or after the groups were created. For example, if a class has 23 users and 5 groups, the first user is added to Group 1, the second to Group 2, and so on. The sixth user returns the enrolment sequence to Group 1. Groups 1, 2, and 3 have 5 users and Groups 4 and 5 have 4 users. If a new user enrolls later, they are put in Group 4.</p> <p>If the Can be auto enrolled into groups option is not enabled, the specified number of groups are created with no users enrolled in them. You can enrol users using the <b>Enrol Users</b> page.</p>
<p><b>Groups of # – Self Enrolment</b></p>	<p>Selecting this option creates the minimum number of groups needed to accommodate users in groups of a specified maximum size automatically.</p> <p>Users choose the group they want to enrol in from the Groups page. In the Members column of the Groups grid list, capacity markers display in the form x/y, where x is the number of enrolled students and y is the capacity.</p> <p><b>Use this enrolment type:</b></p> <ul style="list-style-type: none"> <li>• when you know how many users you want in each group, but you want to allow users to choose their own groups.</li> </ul> <p>If there are no users enrolled in your course at the time of creation, then only one group is initially created. You can use the Edit Category page to add additional groups. Add additional groups if you want to ensure all users have options when forming groups.</p>
<p><b># of Groups – Self Enrolment</b></p>	<p>Selecting this option creates a specified number of groups, which users enrol in from the Groups page.</p> <p><b>Use this enrolment type:</b></p>

	<ul style="list-style-type: none"> <li>• when you want to make a specific number of groups available for users to join.</li> <li>• when you want to organize groups on specific topics, which users can join based on interest, or</li> <li>• for creating groups that are responsible for specific aspects of a larger project, which users can join based on knowledge or task preferences.</li> </ul>
<p><b># of Groups, Capacity of # – Self Enrolment</b></p>	<p>Selecting this option creates a specified number of groups with a specified number of enrolments per group. Users choose the group they want to enrol in from the Groups page.</p> <p>In the Members column of the Groups table, capacity markers display in the form x/y, where x is the number of enrolled students and y is the capacity.</p> <p><b>Use this enrolment type:</b></p> <ul style="list-style-type: none"> <li>• when you know how many users you want in each group, you want to allow users to choose their own groups, and you want each group to have a maximum number of users.</li> <li>• when you want users to choose their groups based on areas of interest or responsibility in larger projects, but you want to limit membership in each group to a certain number of users.</li> </ul>
<p><b>Single user, member-specific groups</b></p>	<p>Using this option creates a group with a single user where the first name and last name of the learner is the name of the group.</p> <p>When a new learner is enrolled in the course a group is automatically created for them.</p> <p><b>Use this enrolment type:</b></p> <p>when you want to create journal type groups with a single member.</p>