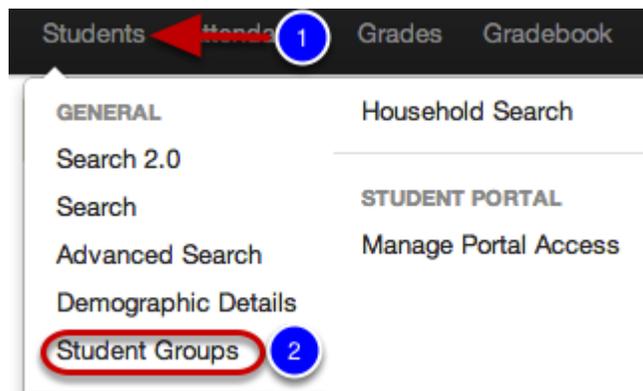


CREATING STUDENT GROUPS IN ILLUMINATE

Where to Start



1. Click **Students**.
2. Under the **General** section, select **Student Groups**.

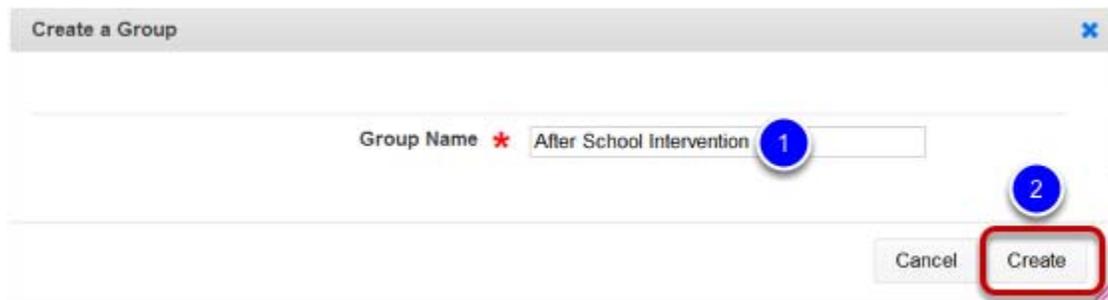
View Student Group List



Now you will see all student groups you have access to (i.e., student groups you created and/or that have been shared with you). See the "[Find a Student Group](#)" lesson if you want more details on your options on this screen.

Click **Create Group** if you want to add a new student group to this list.

Name Your Group



1. Enter a name for your student group.
2. Click **Create**.

Set Visibility

CREATING STUDENT GROUPS IN ILLUMINATE



Group Name:

Visibility Group?: Yes No

If you want to have the option of logging in under your student group to narrow your viewpoint to those students when using the system (e.g., to view those students, their test scores, etc. when viewing reports such as the Student Profile Report, custom report, etc.), then:

1. Select **Yes** for **Visibility Group**, and then
2. Click **Save Changes**.

Add Students



You can add students to your student group by:

1. **Grade Levels** (e.g. Add all 7th graders to the student group; administrators can opt to create such a group and share it with users they want to then use to create student groups from students *within* that particular grade)
2. **Programs** (e.g. Students with 504 plans, GATE, McKinney Vento, etc.)
3. **Reports** (e.g. You can create a custom report ahead of time which you've filtered to only include students with particular test scores, demographics, etc., and then use that report to populate your student group)
4. **Sections** (e.g. By enrollment/period)
5. **Students** (e.g. Adding Start/End Dates for students or removing students)
6. **Add Students** (e.g. Add students to the group by name)
7. **Share** (e.g. With another user, grade level, etc.)

Note you may also use a combination of these approaches. Simply click a **category**, select grades/programs/reports/sections/students within that category, and then click the **Update** button on that screen.

Next Steps

You might be interested in other lessons in the [Student Groups](#) manual, and the "[Share with Others](#)" lesson.

For additional resources on Student Groups- See Illuminate U's lesson: [U055 Getting Started with Student Groups](#)