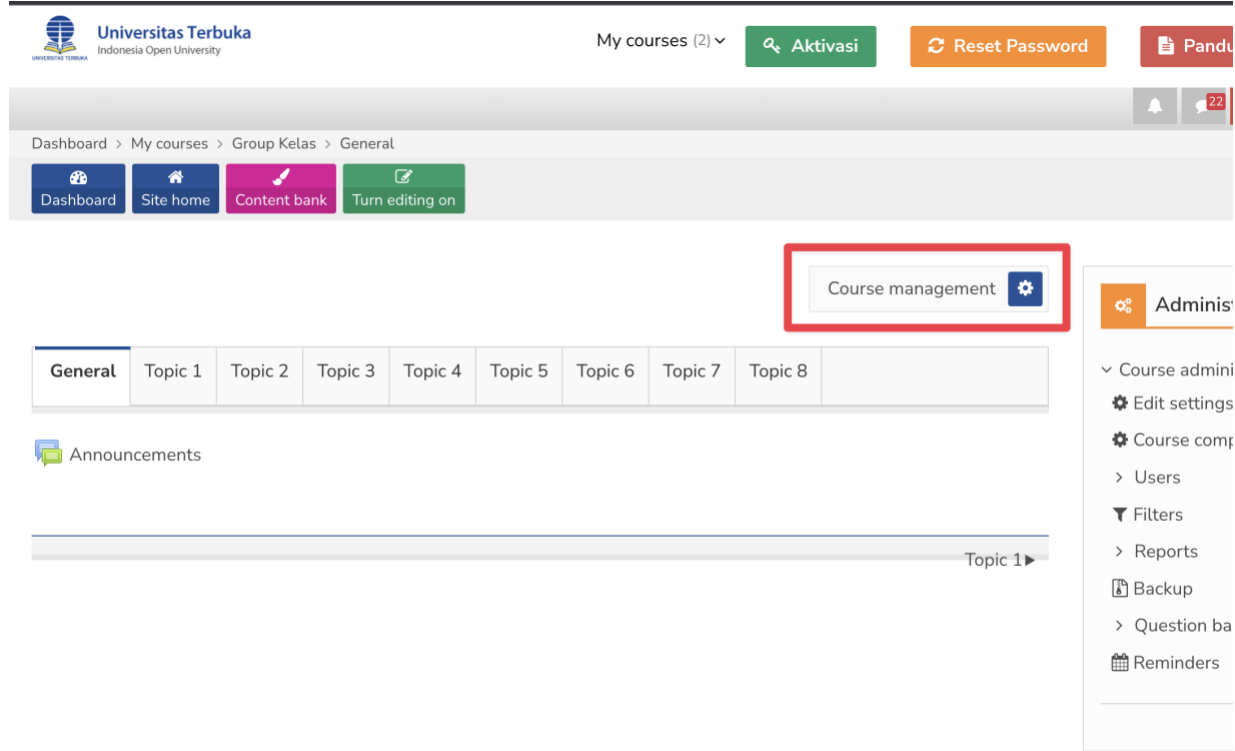





Panduan membuat group atau kelompok MK Capstone Project





1. Pilih Course Manajemen




Universitas Terbuka
Indonesia Open University


My courses (2)   

Dashboard > My courses > Group Kelas > General

Course management 

General Topic 1 Topic 2 Topic 3 Topic 4 Topic 5 Topic 6 Topic 7 Topic 8

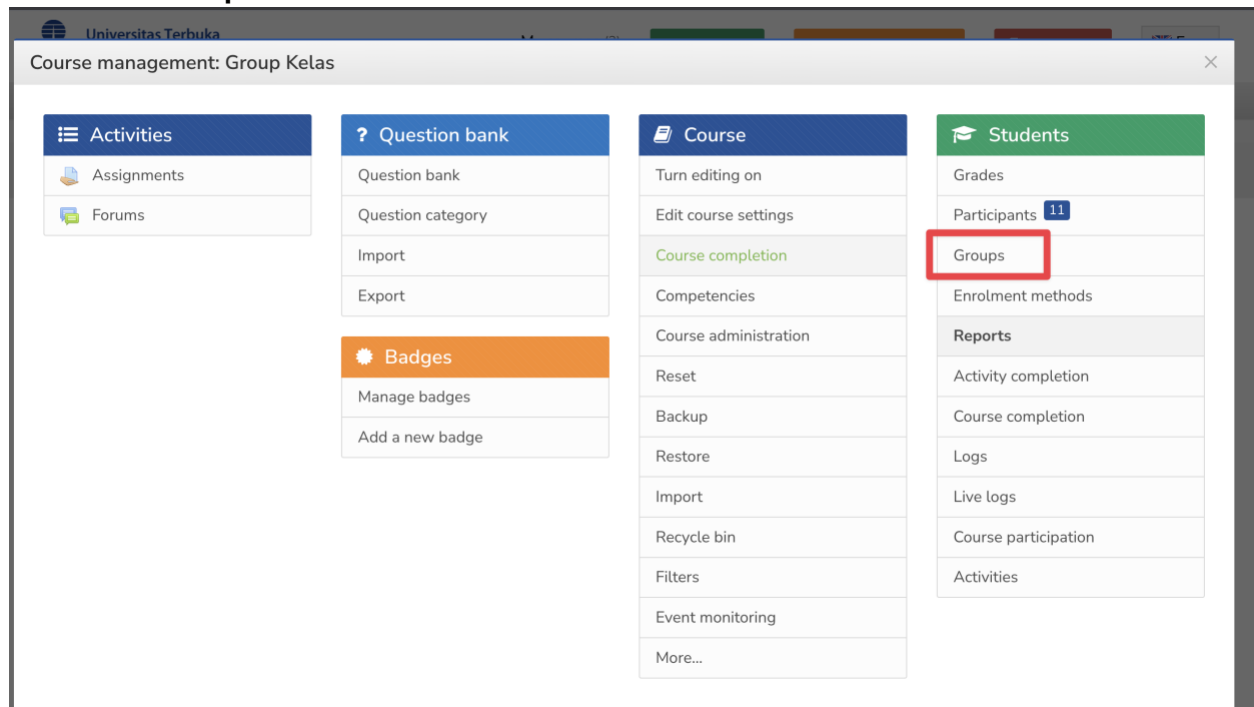
 Announcements

Topic 1 ▶

Adminis

- Course admini
- Edit settings
- Course comp
- Users
- Filters
- Reports
- Backup
- Question ba
- Reminders

2. Pilih Grups



Universitas Terbuka

Course management: Group Kelas

Activities

- Assignments
- Forums

Question bank

- Question bank
- Question category
- Import
- Export

Badges

- Manage badges
- Add a new badge

Course

- Turn editing on
- Edit course settings
- Course completion
- Competencies
- Course administration
- Reset
- Backup
- Restore
- Import
- Recycle bin
- Filters
- Event monitoring
- More...

Students

- Grades
- Participants 11
- Groups**
- Enrolment methods

Reports

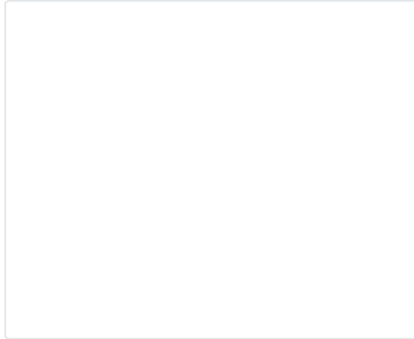
- Activity completion
- Course completion
- Logs
- Live logs
- Course participation
- Activities

3. Membuat Grup atau Kelompok secara **otomatis**

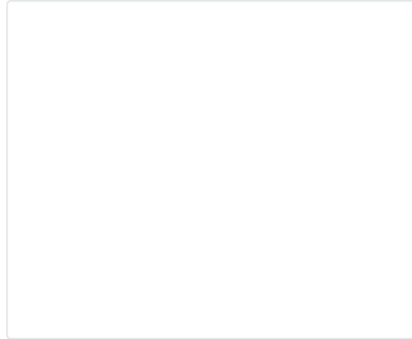
a. Pilih **Auto-create groups**

Group Kelas Groups

Groups



Members of:



Edit group settings

Add/remove users

Delete selected group

Create group

Auto-create groups

Import groups

- Edit settings
- Course completion
- Users
 - Enrolled users
- Enrolment methods
- Groups
- Other users
- Filters
- Reports
- Backup
- Question bank
- Reminders

- Isi **Naming Scheme, Auto create based on, Grup/member count** seperti berikut: jumlah mahasiswa per kelompoknya sebanyak 5 orang.
- Pilih Prevent last small group untuk menggenapkan apabila ada mahasiswa lebih.
- Setelah selesai pilih **submit**

General

Naming scheme ? !

Auto create based on

Group/member count ? !

Group messaging ?

Group members

Select members with role

Allocate members

☒ Prevent last small group

☐ Ignore users in groups

☒ Include only active enrolments ?

Grouping

- e. Kelompok mahasiswa akan terbentuk secara otomatis, sebanyak **4 kelompok** yang beranggotakan **5 mahasiswa** setiap kelompoknya.

Group Kelas Groups

Groups

Kelompok A (5)

Kelompok B (5)

Members of: Kelompok A (5)

Student

Mahasiswa10 DEMO (mahasiswa10@ut.ac.id)

Mahasiswa6 DEMO (mahasiswa6@ut.ac.id)

Mahasiswa7 DEMO (mahasiswa7@ut.ac.id)

Mahasiswa9 DEMO (mahasiswa9@ut.ac.id)

mahasiswa3 - demo 3 (mahasiswa3@ut.ac.id)

4. Membuat Grup atau Kelompok secara **Manual**
- a. Pilih **Create group**

Group Kelas Groups

Groups

Kelompok 1 (0)

Members of: Kelompok 1 (0)

Edit group settings

Delete selected group

Create group

Auto-create groups

Import groups

Add/remove users

- Course administration
 - Edit settings
 - Course completion
 - Users
 - Enrolled users
 - Enrolment methods
 - Groups
 - Other users
- Filters
- Reports
- Backup
- Question bank
- Reminders

- e. Pilih mahasiswa yang akan dimasukkan kedalam grup
- f. Klik **Add** untuk memasukkan nama mahasiswa ke dalam grup

Kelompok 1

Buatkan deskripsi kelompoknya

Group members

Potential members

Selected user's membership:

None

Add

Remove

Tutor (1)
Dwi Astuti Aprijani 04000130 (dwias@ec
Student (10)
Mahasiswa10 DEMO (mahasiswa10@ut.a
Mahasiswa4 DEMO (mahasiswa4@ut.ac.i
Mahasiswa5 DEMO (mahasiswa5@ut.ac.i
Mahasiswa6 DEMO (mahasiswa6@ut.ac.i
Mahasiswa7 DEMO (mahasiswa7@ut.ac.i
Mahasiswa8 DEMO (mahasiswa8@ut.ac.i
Mahasiswa9 DEMO (mahasiswa9@ut.ac.i
mahasiswa2 - DEMO2 (mahasiswa2@ut.i
mahasiswa3 - demo 3 (mahasiswa3@ut.a
student04 Dummy (mahasiswa@ut.ac.id)

Search

Clear

Search options

Back to groups

- Course administration
 - Edit settings
 - Course completion
 - Users
 - Filters
 - Reports
 - Backup
 - Question bank
 - Reminders

- g. Mahasiswa sudah masuk kedalam grup yang diinginkan

Group Kelas Groups

Groups

Kelompok 1 (5)

Members of: Kelompok 1 (5)

Student

Mahasiswa10 DEMO (mahasiswa10@ut.ac.id)

Mahasiswa4 DEMO (mahasiswa4@ut.ac.id)

Mahasiswa5 DEMO (mahasiswa5@ut.ac.id)

Mahasiswa6 DEMO (mahasiswa6@ut.ac.id)

Mahasiswa7 DEMO (mahasiswa7@ut.ac.id)

Edit group settings

Delete selected group

Create group

Auto-create groups

Import groups

Add/remove users

Edit settings

Course completion

Users

Enrolled users

Enrolment methods

Groups

Other users

Filters

Reports

Backup

Question bank

Reminders

h. Ulangi langkah diatas pada poin 4 untuk membuat kelompok 2, 3, dan 4.