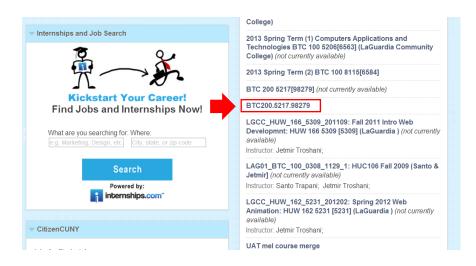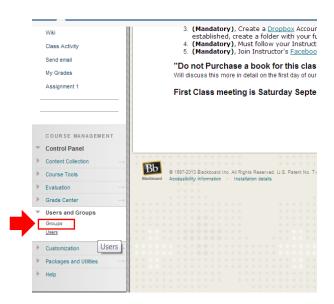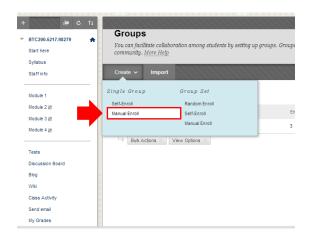# Create a Group on BB 9.1

Step 1. Click your Course
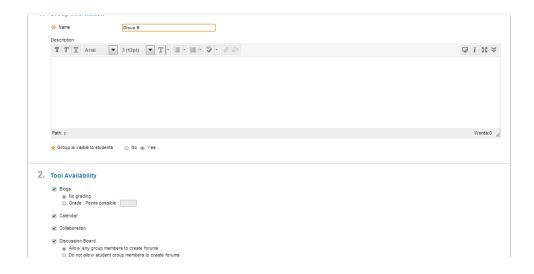

Step 2. In the **Control Panel** under "users and groups" select **Groups**.
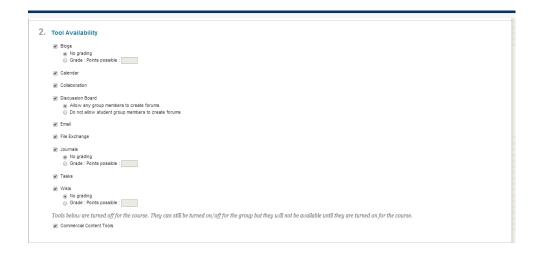
Step 3. Hover over **Create -** Single Group and select **Manual Enroll**.

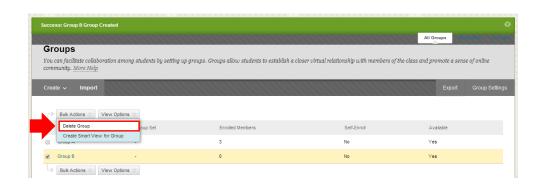**Step 4.** Fill out the information

Step 5. Check off only the tools you want for the Group

Step 6. Click **Submit**

Step 7. To delete a group **Check the Box** and click **Bulk Actions** and select **Delete Group**.

To view the Video Tutorial for this handout access the link below.

http://youtube.com/LAGCCISMD