

Create Teams Using the Random Team Generator

1. Select **Manage** on the **Map** menu.
2. Under **Course Management** select **Teams**.
3. Select **Random Team Generator**.

Teams Editor

[Add a Team](#) [Unassigned Users](#) [Random Team Generator](#) [Rebalance Generated Teams](#)

4. Complete the form on the **Random Team Generator** page. Fields that should be filled in are:
 - I. **Root Name of Teams to be generated** (Most instructors use "Team" as the root name.)
 - II. **Limit number of teams to create**
 - III. **Limit maximum and minimum users per team**
 - IV. Under **User Pool** select **Students**
 - V. Under **From** select **Entire Roster**

Random Team Generator

Criteria Selection

Select the criteria and user pool for use in creating the random teams.

I. Root Name of Teams to be generated

Criteria

- II. Limit number of teams to create
- Limit maximum and minimum users per team
- Maximum number of users per team
- Minimum number of users per team

User Pool

Select users with rights of

- Authenticated Guests Team Leaders
- Course Mentors Students Course Assistants Course Editors

From

- V. Entire Roster
- Selected Team(s)

adaptive release Bullying Group Effects of Daycare - Number 1 Effects of Daycare - Number 2 Effects of Divorce - Number 1 Effects of Divorce - Number 2 Effects of Poverty - Number 1 Effects of Poverty - Number 2 Exam 1 exam 2

Exam Release John Doe
 practice Faced by Gay Teens
 Teen Drug Use - Number 1
 Teen Drug Use - Number 2
 CDPE Staff
 CDPE Staff

Users not enrolled on a team

Only include users who have accessed the course

Create as sub-teams

- When complete, select **Next**. This will open up the **Random Team Generator Adjustment Page**.

Random Team Generator Adjustment Page

Manually adjust the teams by selecting one or more users on a team and using the **Move To** drop down under the team to move the user(s) to another team.

Unassigned Users	Test Team Generator-01 Current Members - 5	Test Team Generator-02 Current Members - 5	Test Team Generator-03 Current Members - 0
	Keller, Cathy (cakeller) student 03, cdpe (cdpe_student_03) McGeoghegan, Bryan (bmcgeoghegan) Cillay, Dave (dcillay) Mackessy, Mike (mackessy)	Van de Vord, Rebecca (bvandevord) Daleo, John (jdsac) Maybury, Jason (Jason_maybury) Coons, Christopher (coonsc) Fein, Susan (smfein)	
	Move To <input type="button" value="v"/>	Move To <input type="button" value="v"/>	Move To <input type="button" value="v"/>

- The **Adjustment Page** allows you to manually move students from one team to another, if necessary. Click on the name of the student you want to move and select which team you want to move the student to under the **Move To** dropdown box.
- Select **Generate Teams**.
- Click **Continue** on the **Team Generator Results** page.

Team Generator Results

team-01	team-02
<ul style="list-style-type: none"> Flodin, Lindsay (lflodin) Bean, Scott (scott_bean) Mackessy, Mike (mackessy) Quaglietta, Glenda (glendaq) Funke, Wendy (wdonnell) 	<ul style="list-style-type: none"> Kure, Jeff (kure) Hickey, Laurie (laurieh) Snook, Jeff (snook) Garrett, Karen (kgarrett)

- When finished, select **Exit Teams Editor**.