

Adjust Blended Learning Groups

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Classic View: Scheduling > Blended Learning > Adjust Blended Learning Groups

Search Terms: Adjust Blended Learning Groups

The Adjust Blended Learning allows users to assign students manually to learning groups created in the Blended Learning Group process.

Blended learning allows districts to create and assign learning groups to students to manage classes and attendance for students in a setting that is adaptable for students who are physically in a building for learning, for students who are virtually attendance classes, or a combination of both.

Blended Learning groups provides the first step in reducing in-person class sizes.

Blended Learning tools were first released in the Campus.2028 Release Pack (July 2020). See the Blended Learning Groups article for an overview of the entire Blended Learning Group process.

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Adjust Blended Learning Groups 1	ing Groups				
Adjust Blended Learning Groups					
Blended Learning Groups		l	de la companya de la		Stow Archived
NAME	GROUP COLOR	START DATE	END DATE	STUDENTS ADDED	STATUS
Group 1	d.	10/08/2020	10/12/2020	Automatic	(ACTINE)
Group 111	الله	10/13/2020		Automatic	(ACTIVE)
Group 2	٨	10/08/2020	10/12/2020	Automatic	ACTIVE
Group 211	å	10/13/2020		Automatic	ACTIVE
Group ABC	Å	10/15/2020		Manual	ACTIVE
November BLB	4.	11/02/2020		Manual	ACTIVE
SPA BLG	å	09/29/2020		Manual	ACTIVE
IntMN BLG	4.	09/29/2020		Manual	ACTIVE
Virtual Attendance	å.	07/01/2020	10/07/2020	Automatic	(ARCHIVED)
Adjust					
		Adjust Bler	nded Learning	Groups	

The main view of the Adjust Learning Groups tool lists existing groups, their assigned color, their start and end dates, and how students are added to the group.

It also includes the status of each group - either Active or Archived. Archived groups are no longer in use, and can be hidden from this main view by moving the **Show Archived** toggle in the upper right corner from On to Off. When set to Off, only Active groups are listed.

Tools Rights for Adjust Blended Learning Groups

Full access to Adjust Blended Learning requires **RWA** to **Scheduling > Blended Learning > Adjust Blended Learning Groups.**



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ser Management > User Accounts > Tool Rights	Tool Tree	
Save 🌮 User Rights Summary	Search Campus Tools	Select Tag Filters
	Search Campus Tools	Non Admin 🛪
🗌 🔲 🔄 🖨 🎰 🏫 Scheduling	Instruction	
Courses	Student Information	
Add Course	Student information Attendance Office	None Read Write Add Del
Schedule Wizard	Attendance Office Behavior Office	None Read Write Add De
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Rotation Builder	 Grading & Standards S 	None Read Write Add D
Schedule Gap Filler	 Health Office Set 	None Read Write Add D
	My Account Second Se	None Read Write Add D
	 Reporting Set 	None Read Write Add D
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	 Load Schedules 	None Read Write Add D
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	 Section Templates 	None Read Write Add
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New Navigation - Adjust Blended Learning Groups Tool R

Blended Learning Information in Ad hoc Query Wizard

Blended learning information is available in the Query Wizard for **Student Data Type**. Fields are available in the **Learner > Blended Learning** folder. Fields exist for the student's **Active Group Assignment** and **All Group Assignment**.

See the Blended Learning Groups article for more detailed information on Ad hoc information for Blended Learning, including:

- Virtual Today and Virtual Tomorrow logic
- Term Summary and Participation Detail
- Course/Section Data Type and Blended Learning Fields



Date logic for Blended Learning Groups

Note the following logic for dates as they related to Blended Learning Groups.

- Date fields are auto-populated from the next future date to the last instructional date in the selected calendar.
- When creating a blended learning group, the end date entered in the New Blended Learning Group tool is also added to the database and displays for all student group assignment end dates associated with the group.
- End dates can only be entered for a current or future date.
- End dates are required when editing or adjusting groups.

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- Extending a future group end date does not update the student group assignment end date.
- Shortening a future group end date does update or delete any group assignment or day rotation necessary.

Student Group Assignment

A list of existing student groups, created in the New Blended Learning Groups tool, displays. This list includes active groups that have a past start date and a future start date. Adjustments can be made to any group listed here.

Verify the correct School Year is selected in the Campus toolbar.

At any time during this process, use the **Previous** button to return to the previous step or **Cancel** to end the process completely.

Click the Adjust button and choose the Student Group Assignment option.



Step 1. Adjust Group and Start Date

- 1. Select the desired **Group** from the list. Only groups that have a Start Date on or after the Adjust Start Date are available for selection.
- 2. Enter the desired **Start Date**. This date must be on or after the Group Start Date.
- 3. Enter the desired **End Date.** This date most be on or before the Group End Date.
- 4. Click Next.

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Adjust Student G	Froup Ass	gnment			
Selec	ct Group	2 Select Students	3 Preview	Results	
To assign student	s to a group, s	lect a Blended Learning group from the dropdown. Add start a	nd end dates for the student's assignment to the group.		
Group *					
Always Virtual	•				
Start Date *					
09/11/2021					
End Date *					
06/30/2022					
		Adjust Student Grou	p - Group and Date Selec	tion	

Step 2. Find Students

Calendar and Ad hoc Selection

- 1. Select at least one **Calendar** from the dropdown list. This field automatically displays results based on what is entered enter "high" to see the list of high schools or enter any part of the school name to see results.
- 2. Click the **Select All** button to add ALL calendars in the district (clear them by clicking the x in the right corner).
- 3. If an **Ad hoc Filter** exists that includes the desired students, select that filter. Selecting a filter narrows the list of available students to assign to the group.

Users who have rights to specific calendars may be able to select All Calendars, but the adjustments to Blended Learning Groups are applied ONLY to the calendars to which the user has rights.

Select a calendar (or multiple calendars) to re assignment date of 09/18/2020.	trieve students. An Ad Hoc filter may be selected, to li	limit the student list. Select the students to move into the	e Blended Learning Group with an	
Find Students				
Calendars *	Ad Hoc Filter			
2020-21 Hallman High School \times	Select All sme BL Groups	•		
2020-21 Harrison High School ×				
Select Students For Group 1				
Student Name Filter	Grade Filter	Group Filter		
	All Grades	 All Groups 	•	
All Students	Selected Students	(0)		
		A		
	<u>^</u>			
	0			

Student Selection

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- 1. Filter the list of students by entering the last name or the start of a last name in the **Student Name** Filter.
- 2. Further filter the list of students by selecting a **Grade Level**. Students already assigned to a group are still listed with that group in parentheses after their name.
- Click Add in the Students column to add that student to the group. That name moves to the Selected Student column. Remove them by clicking Remove.
- 4. Once finished adding students to the group, click **Next.**

Adjust Student Group Assignment						
Select Group		Select Students	e Preview		4 Results	
Select a calendar (or multiple calendars) to retrieve assignment date of 09/18/2020.	e students. A	a Ad Hoc filter m	ay be selected, to limit the student list. Select the s	itudents to move into	the Blended Learning Group with an	
Find Students						
Calendars*		Ad Hoc Filter				
2020-21 Hallman High School ×	Select All	No Filter	•			
2020-21 Harrison High School X						
Select Students For Group 1 Student Name Filter		Grade Filter All Grades		Group Filter All Groups		•
All Students			Selected Students (3)			
09 Student, Salvador 856841 (SME Group 1) 10 Student, Jordan 856838 (Group TG)	Ado Ado		09 Student, Michael 856843 (All Virtual) 09 Student, Allison 856840 (SME Group 1) 09 Student, Seth 856842 (Two Day Virtual)	Remove Remove Remove		
11 Student, Jennifer 856839 (Three Day Virtual)	Ado			-		
11 Student, Jennifer 856839 (Three Day Virtual)	Add		Previous Cancel Next	_		

Step 3. Preview

- 1. Verify the desired Calendar, Group, Start Date, End Date and number of students is listed.
- 2. Click the **Finish** button to assign students to the selected group.

Select Group	Select Students	Preview	(4) Results	
Preview selections prior to changing student group assign	ments.			
endars 21-22 Hallman High School				
up				
rays Virtual t Date				
11/2021 Date				
30/2022				
al Students to be Assigned				

Step 4. Results

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A summary of the selected calendar, assigned groups, start date and total students assigned displays.

 Adjust Student Group Assignment

 Select Group
 Select Students

 Select Group
 Select Students

 Aurmary of the Blended Learning Groups and calendar, along with the number of students assigned to the groups is listed below.

 Caenars

 Zu21:22 Hallman High School

 Group

 Mary SVItral

 Stat Dale

 Oyn1/12021

 End Dale

 Oxn2022

 Table School

 3

Click **Close** or **Repeat** to begin the process again.

Student group information displays in Student Information tools. The student's group assignment can be updated from the Student Blended Learning Group Assignments tool.

Blended Learning Group Assignments			Edit Group 211 As	signment
GROUP	START DATE	END DATE	Start Date *	
Virtual Attendance	07/01/2020	10/07/2	10/13/2020	Ċ.
Group 2	10/08/2020	10/12/2	End Date* 11/11/2020	Ċ.
Group 211	10/13/2020	11/11/2		
Group 1234 S	11/12/2020	03/31/2		
Group ABC	04/01/2021	04/30/2		
Group 1234 S	05/01/2021	06/30/2		

Edit Student Blended Learning Group Assignment

Group Day Assignment

Group Day Assignment allows users to modify which days a group is scheduled to be virtual or on-site and to change the rotation of those groups accordingly.

Click the Adjust button and choose Group Day Assignment.



Q Search for a tool or student	
Adjust Blended Learning Groups 🏫 Scheduling & Courses > Build Schedules > Adjust Blended Learning Groups	
Adjust Blended Learning Groups	
Blended Learning Groups	
NAME	GROUP COLOR
eee	Ł
www	ġ
Test Future	٩
always on-site (sme)	٩
rotating MW (sme)	٤
rotating TTh (sme)	Ł
all F (sme)	٩
Group 3	٤
Student Group Assignment	Ł
Group Day Assignment	•
Adjust Edit	
Adjust Group Day Assignments	

Verify the correct School Year is selected in the Campus toolbar.

Step 1. Calendar and Group Selection

Select at least one **Calendar** and at least one **Learning Group** to adjust. Use the **Select All** button to add ALL calendars in the district and ALL groups. Or search for particular calendars and groups.

When searching for calendars, enter part of the calendar name (like "High" or "Middle") to return matching calendars. Or, enter just a letter or two.

djust Group Day Assignment	(2)			_
Select Calendar and Group	Dates for Adjustment	Preview	Results	
Select a calendar and at least one Learning Group.				
Calendars *				
2020-21 Emerson High × 2020-21 Franklin High	h ×		Select All	
Group(s) *				
SME Group 1 × SME Group 2 × SME Group	3 ×		× Select All	
Oh My's			^	_
SME A-D				
SME Group 1				
SME Group 2				
SME Group 3				
			, e	
				-
	Adjust Group	Assignments		

Clear the selection by clicking the X in the corner.

Step 2. Adjustment Dates

- Enter the new start date for the learning group(s) in the Adjustment Start Date field. Dates are entered in *mmddyy* format.
- Enter the new end date for the learning group(s) in the Adjustment End Date field. Dates are entered in *mmddyy* format. If necessary (a district-wide cleaning day, for example), the Adjustment Start Date and the Adjustment End Date can be the same date.
- 3. Choose the appropriate Adjust Group Rotation option:
 - **Do Not Assign Group to Any Attendance Days** choose this option to change groups that are currently all virtual or blended to always on-site.



- Assign Group to Every Attendance Day choose this option to change groups that are currently on-site or blended to always virtual.
- **Adjust Blended Group Rotation** choose this option to restore or modify a blended learning rotation.
- 4. Click the **Next** button.

	Q Search for a tool or student			
Adjust Blended Learning Groups 🛱	rning Groups			
Adjust Group Day Assignment				
Select Calendar and Group	2 Dates for Adjustment	3 Previ	PW	Results
Enter a Start Date for when the adjustment to the grou through the End Date. If more than one group is select				dance days from the Start Date
Adjustment Start Date *				
Adjustment End Date*				
Adjust Group Rotation Do Not Assign Group to Any Attendance Days (Alv Assign Group to Every Attendance Day (Always Vi Adjust Blended Group Rotation				
		Previous	Next	
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E Infinite C Q Search f	or a tool or student		۴	1
Adjust Blended Learning Groups な Scheduling & Course > Build Schedules > Adjust Blended Learning Groups				
Adjust Group Day Assignment				
Select Calendar and Group Dates for A		N	Results	
Enter a Start Date for when the adjustment to the group begins. Then, en through the End Date.	er an End Date for the adjustment. The selected group	o(s) will be assigned to all attendance	e days from the Start Date	
Adjustment Start Date *				

Step 3. Preview

Do Not Assign Group to Any Attendance Days (Always In School)
 Assign Group to Every Attendance Day (Always Virtual)
 Adjust Blended Group Rotation

07/22/2020

nent End Date*

month/day/year Adjust Group Rotation

1. Verify the desired Calendar, Group(s), Start and End Dates and Rotation option is correct.

Previous Cancel

Adjust Group Assignment Dates

2. Click the **Finish** button to adjust the group assignment.

 Image: A start of the start of		O	4	-
Select Calendar and Group	Dates for Adjustment	Preview	Results	
Preview selections prior to adjusting day assig	inments.			
alendar				
020-21 High School				
iroup(s)				
Group 7 Group TG				
djustment Start Date				
17/22/2020				
djustment End Date				
8/31/2020				
djustment Group Rotation				
Assign Group to Every Attendance Day (Alwa	ys Virtual)			
	Previo	us Cancel Finish		

Step 4. Results

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A summary of the selected calendar, assigned groups and total students assigned displays.

Click **Close** or **Repeat** to begin the process again.

Adjust Group Day Assignment			
•	•	O	e
Select Calendar and Group	Dates for Adjustment	Preview	Results
Group day assignments adjusted successfully	Ķ.		
Calendar 2020-21 High School			
Group(s) Group 7 Group TG			
Adjustment Start Date 07/22/2020			
Adjustment End Date 08/31/2020			
Adjustment Group Rotation Assign Group to Every Attendance Day (Alwa	ays Virtual)		
		Close Repeat	
	Results for Group	Day Assignment	