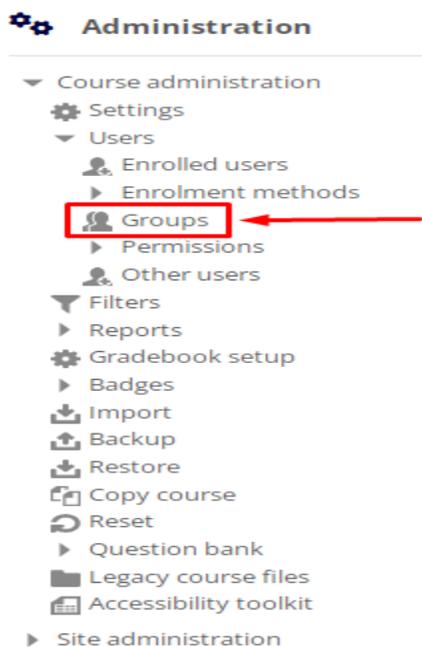


## Moodle Add & Modify Group Members

Any teacher can add and modify group student members within a Moodle course. To change student groups, follow the steps below.

1- Login to Moodle and choose the desired course.

2- In the upper-Left corner, click the gear icon to open the Admin menu. Select the **Groups** tab.



### 3- Select group to remove or add one of student members

Home > Courses > Faculty Of Engineering > General Systems Engineering (GSE) > BSC164-Su24 > Users > Groups

Groups

#### BSC164-Su24 Groups

Groups

- LAB-A (15)
- LAB-B (13)
- LAB-C (16)**
- LAB-D (15)
- LAB-E (9)
- LEC-A (39)
- LEC-B (29)
- TUT-A (35)
- TUT-B (33)

Members of: LAB-C (16)

**Student**

- 205231 Abdallah Osama Mohamed Elrefaey Ahmed Hammad (abdallah.osama1@msa.edu.eg)
- 235249 Ali Hamada Ali Mohamed Abdelrehim (ali.hamada@msa.edu.eg)
- 235473 Ammar Ahmed Abdelgayed Elhossiny (ammar.ahmed2@msa.edu.eg)
- 205095 Bahieldeen Mohamed Hamdy Elhatteam (bahieldeen.mohamed@msa.edu.eg)
- 240941 Fady Hany Saman Ayad (fady.hany5@msa.edu.eg)
- 233185 Kirolos Nagy Boules Farag Makar (kirolos.nagy@msa.edu.eg)
- 236993 Mahmoud Tarek Hussien Shehata Mohamed (mahmoud.tarek16@msa.edu.eg)
- 241619 Malak Wael Shafik Abbassy (malak.wael5@msa.edu.eg)
- 211891 Mariam Khaled Bayoumi Abdallah (mariam.khaled18@msa.edu.eg)
- 240645 Marwan Sayed Fathy Elsayed Mostafa (marwan.sayed1@msa.edu.eg)
- 232627 Moataz Fayez Mohamed Abdelgallil (moataz.fayez@msa.edu.eg)
- 247431 Mohamed Ayman Abdelrazik Mustafa (mohamed.ayman51@msa.edu.eg)
- 240277 Norhan Haitham Farag Hamza Rageh (norhan.haitham@msa.edu.eg)
- 240797 Razan Ahmed Ibrahim Mohamed (razan.ahmed1@msa.edu.eg)

Edit group settings

Add/remove users

Click to select Group

Group Members list

### 4- Click on Add/Remove users

Home > Courses > Faculty Of Engineering > General Systems Engineering (GSE) > BSC164-Su24 > Users > Groups

Groups

#### BSC164-Su24 Groups

Groups

- LAB-A (15)
- LAB-B (13)
- LAB-C (16)**
- LAB-D (15)
- LAB-E (9)
- LEC-A (39)
- LEC-B (29)
- TUT-A (35)
- TUT-B (33)

Members of: LAB-C (16)

**Student**

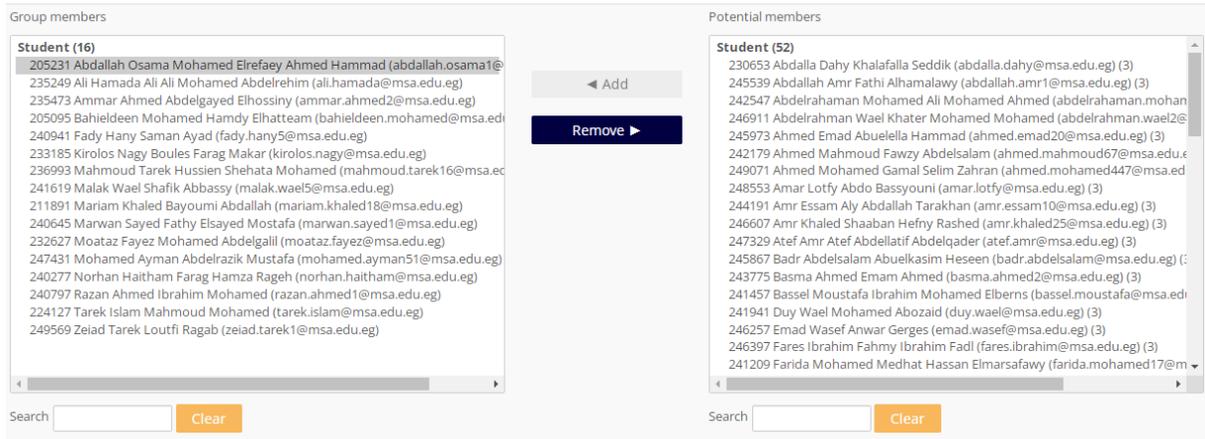
- 205231 Abdallah Osama Mohamed Elrefaey Ahmed Hammad (abdallah.osama1@msa.edu.eg)
- 235249 Ali Hamada Ali Mohamed Abdelrehim (ali.hamada@msa.edu.eg)
- 235473 Ammar Ahmed Abdelgayed Elhossiny (ammar.ahmed2@msa.edu.eg)
- 205095 Bahieldeen Mohamed Hamdy Elhatteam (bahieldeen.mohamed@msa.edu.eg)
- 240941 Fady Hany Saman Ayad (fady.hany5@msa.edu.eg)
- 233185 Kirolos Nagy Boules Farag Makar (kirolos.nagy@msa.edu.eg)
- 236993 Mahmoud Tarek Hussien Shehata Mohamed (mahmoud.tarek16@msa.edu.eg)
- 241619 Malak Wael Shafik Abbassy (malak.wael5@msa.edu.eg)
- 211891 Mariam Khaled Bayoumi Abdallah (mariam.khaled18@msa.edu.eg)
- 240645 Marwan Sayed Fathy Elsayed Mostafa (marwan.sayed1@msa.edu.eg)
- 232627 Moataz Fayez Mohamed Abdelgallil (moataz.fayez@msa.edu.eg)
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- 240797 Razan Ahmed Ibrahim Mohamed (razan.ahmed1@msa.edu.eg)

Edit group settings

Add/remove users

## How Select student to Add or Remove.

### Add/remove users: LAB-C



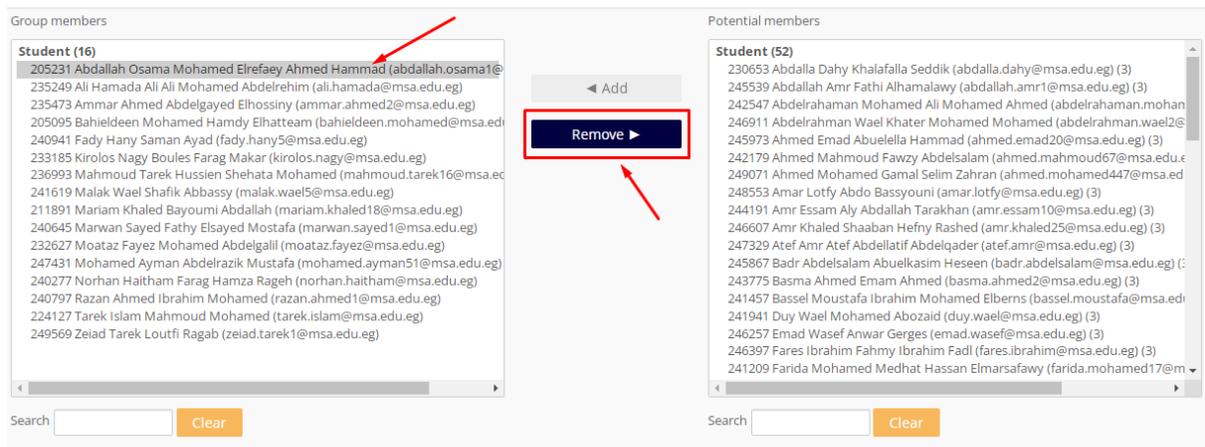
The screenshot shows two side-by-side panels. The left panel, titled 'Group members', contains a list of 16 students with their IDs and email addresses. The right panel, titled 'Potential members', contains a list of 52 students with their IDs and email addresses. Between the two panels are two buttons: 'Add' (pointing left) and 'Remove' (pointing right). Below each list is a search bar with a 'Clear' button. Blue arrows point from the labels 'Group members' and 'Potential members' below to their respective panels.

Group members

Potential members

5 – Select student you want to remove from Group members list and Click Remove.

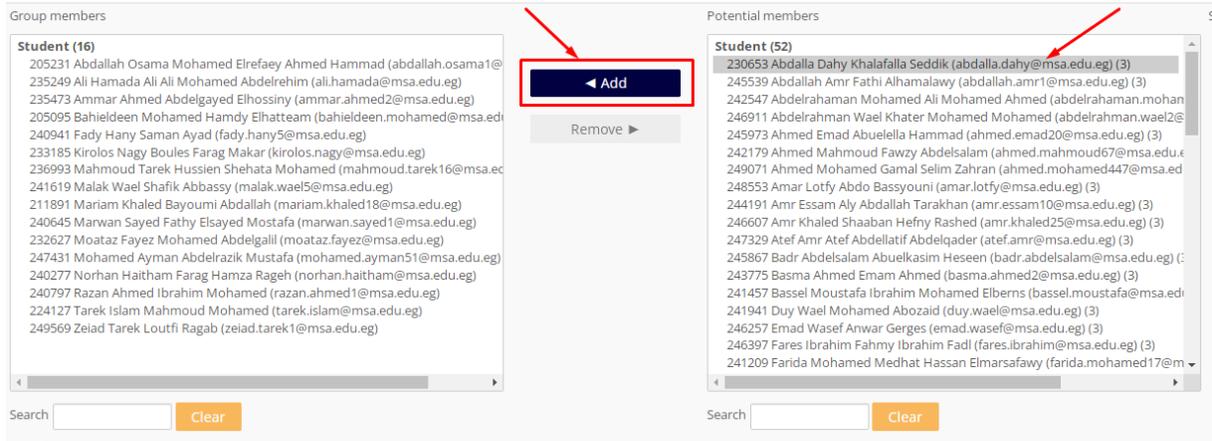
### Add/remove users: LAB-C



This screenshot is identical to the previous one, but with a red box around the 'Remove' button and a red arrow pointing to it from the first student in the 'Group members' list, illustrating the action to be taken.

6 – Select students you want to add from Potential members list and Click add.

**Add/remove users: LAB-C**



The screenshot displays two panels: 'Group members' on the left and 'Potential members' on the right. The 'Group members' panel shows a list of 16 students with their IDs and email addresses. Below the list is a search bar and a 'Clear' button. A red box highlights the 'Add' button in the 'Group members' section. The 'Potential members' panel shows a list of 52 students with their IDs and email addresses. A red arrow points to the 'Add' button in the 'Potential members' section.

**Thank You ...**