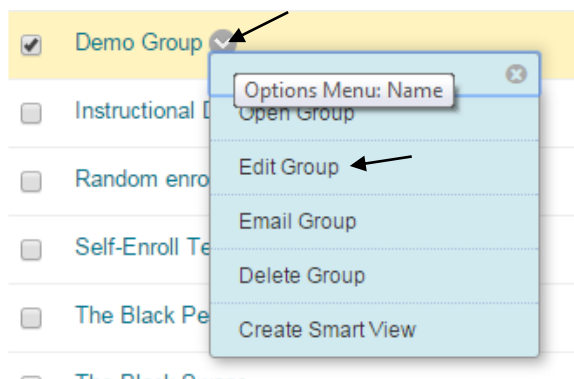# How do I enable/disable group tools?

The use of groups in Blackboard allows instructors to implement student group activities, collaboration, and assignments. When creating a group, the instructor is able to enable and disable specific tools for the group. After the group has been created, instructors can go back and edit the available tools. This tutorial will cover how to enable or disable group tools.

1. From the course's homepage, click **Groups** from the navigation menu.

2. On the next page, locate the **group name** and click the **drop-down arrow**, then click **edit.**

3. Scroll down and find **Tool Availability:** This allows you to enable or disable certain tools to be used by students inside this group. It's best only to enable the tools you want students to use, and disable the others. To enable a tool, select the checkbox next to the tool name. To disable a tool, un-check the checkbox. Some tools to consider enabling for student use are **File Exchange, Discussion Board, Collaboration, and Wikis.** These tools will allow the group members to communicate, interact, and exchange files with each other.

☐ Blogs
  ⦿ No grading
  ○ Grade: Points possible: [   ]

☑ Calendar

☑ Collaboration

☑ Discussion Board
  ⦿ Allow any group members to create forums.
  ○ Do not allow student group members to create forums.

☐ Email

☑ File Exchange

☐ Journals
  ⦿ No grading
  ○ Grade: Points possible: [   ]

☐ Tasks

☑ Wikis
  ⦿ No grading
  ○ Grade: Points possible: [   ]

4. Click **Submit.**