

Use the Grouping Feature for Clinical Activities

The Grouping feature allows the lead instructor to create an Activity for clinical and then add subgroups for each clinical group/instructor. This will make it streamlined and efficient for lead instructors to make sure that all students have the same activity/instructions, with out building multiple courses and activities.

Let's see how this will work.

1. Go to **Course List**.
2. Click the **Go to Course** link for the specific course.
3. The Activities and Grading window opens. Click **Create New Activity**.
The **Create New Activity** window opens.

Edit Activity
Clinical

Save Copy Activity to Library View/Edit Lesson Plan

Group Activity
(Break your class into groups)

Patient Type
(Individual, Shared or Clinical)

Activity Name

4. Select the **Group Activity** by clicking in the checkbox.
5. In the **Patient Type** field select Clinical Patient. Each student will receive a private copy of a blank chart.
6. Continue to add the information for the activity and then save.
The New activity will appear in the activity list with a plus sign next to the activity name.

Course Activities and Grading

Create New Activity Copy from Courses Add from Library

Show 10 entries Search:

Activity Name	Due Before	Patient Type	Visible to Students	Student Charting by Patient	
Clinical Week 1		clinical	<input checked="" type="checkbox"/>		Edit Activity Grade Charting Delete Activity New Group

Showing Previous Next

Logistics Institute, L.L.C. All rights reserved. EHR Tutor.com (800) 493-4603

7. Click the **Plus** sign to see the first group that was added automatically.
8. Click the **New Group** link to the left of the activity to add a new group for each of your clinical instructors/groups.
(To see each added group, you will need to click the blue plus sign.)

After clicking the Blue Plus sign next to the activity, you will see a list of all added groups.

Back to Course List

Course Activities and Grading

Create New Activity Copy from Courses Add from Library

Show 10 entries

Activity Name	Due Before	Patient Type	Visible to Students	
Clinical Week 1		clinical	<input checked="" type="checkbox"/>	Edit Activity Grade Charting Delete Activity New Group
• Group 2		clinical	<input checked="" type="checkbox"/>	Edit Group View Activity as Student
• Group 3		clinical	<input checked="" type="checkbox"/>	Edit Group View Activity as Student
• Mrs Smith Monday Fall 2018	08/24/2018 2300	clinical	<input checked="" type="checkbox"/>	Edit Group View Activity as Student

Showing 1 to 1 of 1 entries

Previous 1 Next

9. Click the **Edit Group** link.

The Edit Group window opens.

Save

Child Activity Name Mrs Smith Monday Fall 2018

Visible to Students

Optional: Schedule Visibility Start (e.g. 01/01/2000 2300)

Due Before 08/24/2018 2300 (e.g. 01/01/2000 2300)

Prevent Student Charting after due date

Save

Members

Add members to Mrs Smith Monday Fall 2018

Member	Member Type	e-mail
Brianna Student2	users	student2@demo.com
Devon Student4	users	student4@demo.com

10. Change group name, add due dates, dates visible and group members as desired.

- Activity Name- Enter a name that will help you remember the purpose of the activity (i.e. Name of instructor, Days)
- Visible to Student- If this box is checked the activity will be visible and available to your students when they go to the Course page for the course containing the activity.
*Notice that you can also make the activity scheduled to be visible at a specific date and time.
- Due Date- Enter a due date and time for students if applicable.
- Do not allow student charting after due date- Select this check box if you do not want the students to be able to open the chart after the due date/time. If the instructor wants the students to review and fix their original work the instructor must come back and uncheck this box.

STUDENTS WILL ONLY SEE THE GROUP THEY ARE ASSIGNED TO (see below).

Add a Course

Clinical

Med Surg

Clinical - Activities

Show 10 entries

Activity Name

Clinical Week 1
Mrs Smith Monday Fall 2018