# Creating Teams and Assigning to Projects in e4usa MyDesign®

This guide describes how to assign students to a team and assign the team to a project in e4usa MyDesign®.

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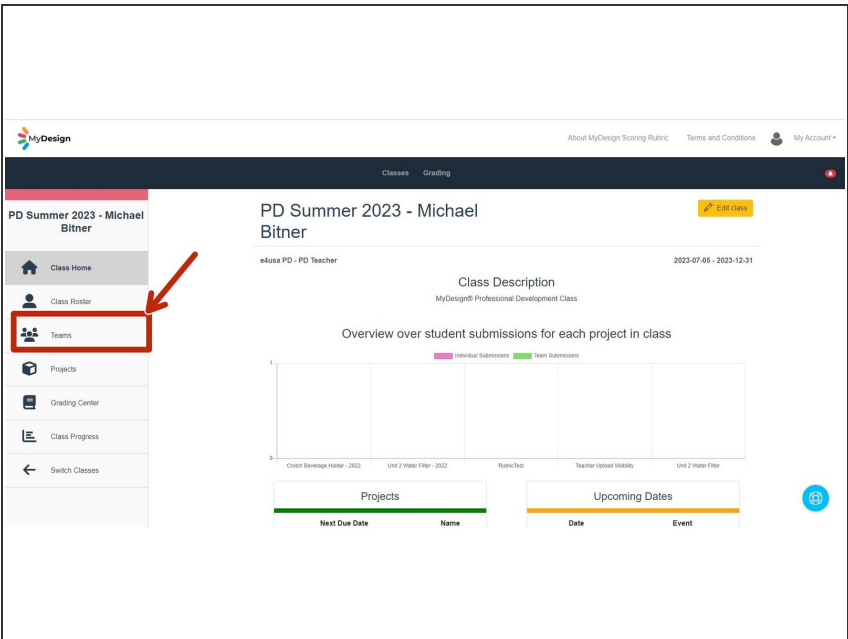© 2024                                dozuki.umd.edu/                              Page 1 of 6

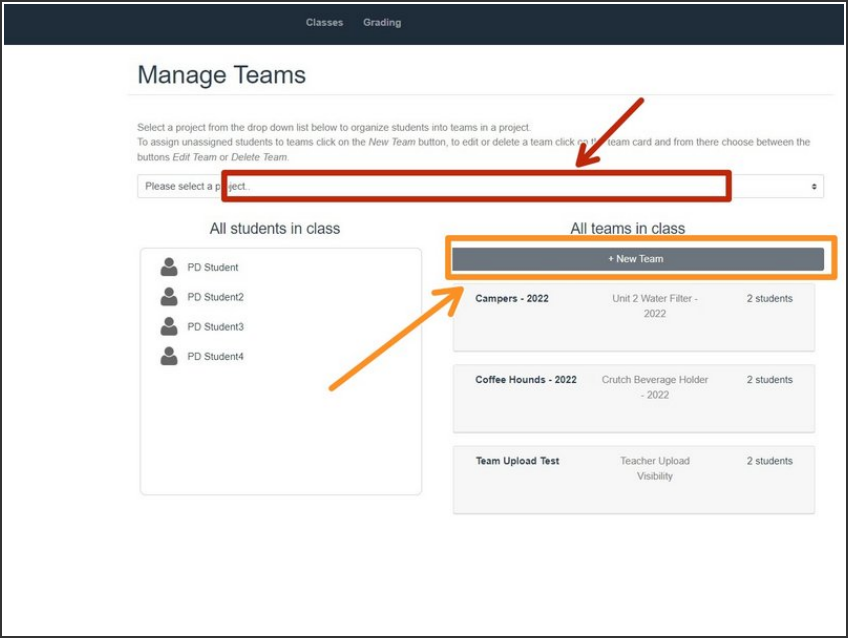## Step 1 — Select Class
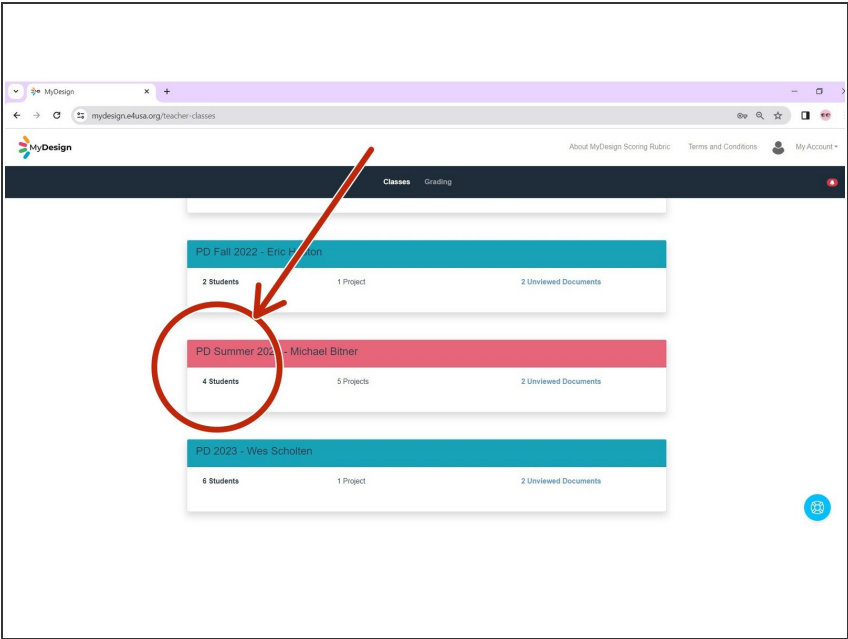


- Select anywhere within the desired Class card
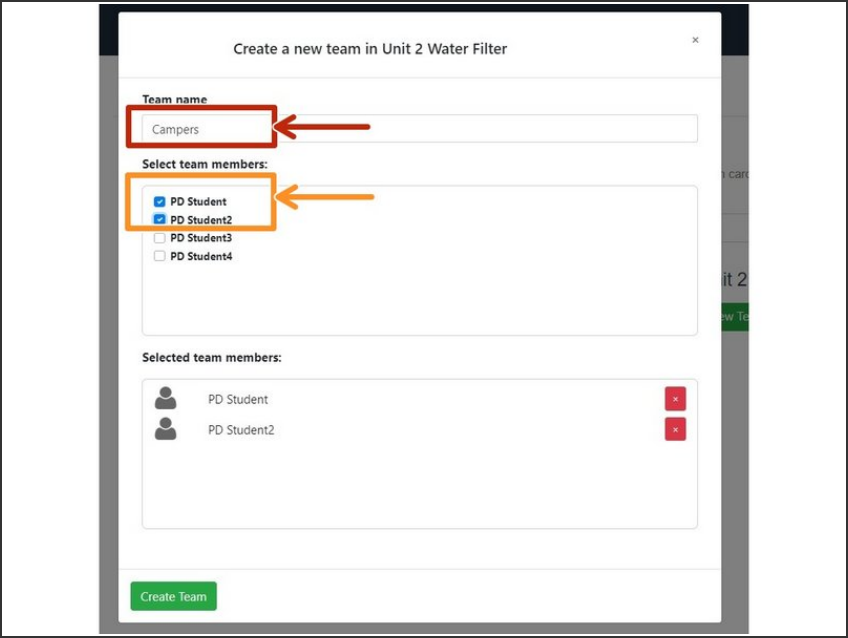
## Step 2 — Class Home



- Select **Teams**
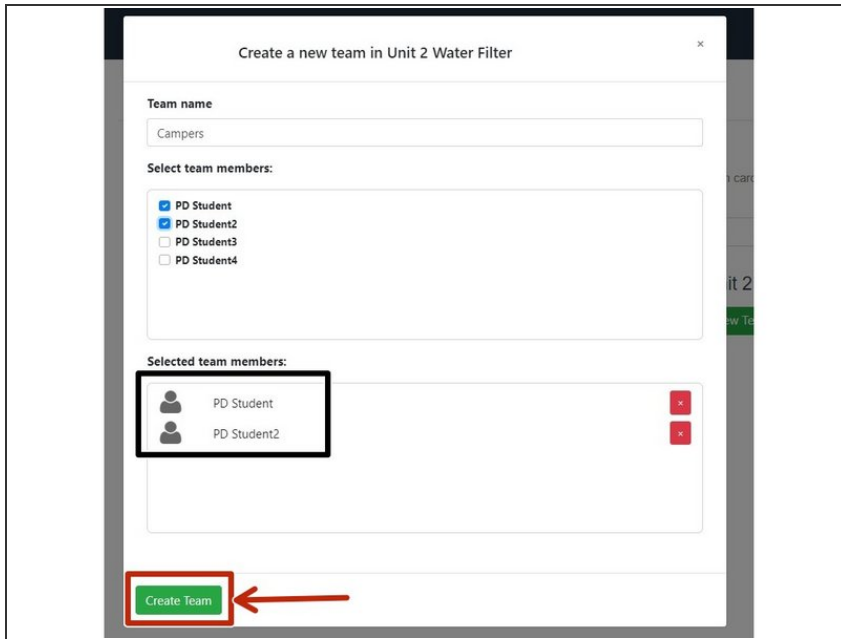
## Step 3 — Manage Teams



- Select "Unit 2 Water Filter" from **Please select a project dropdown** list

- Select **New Team**

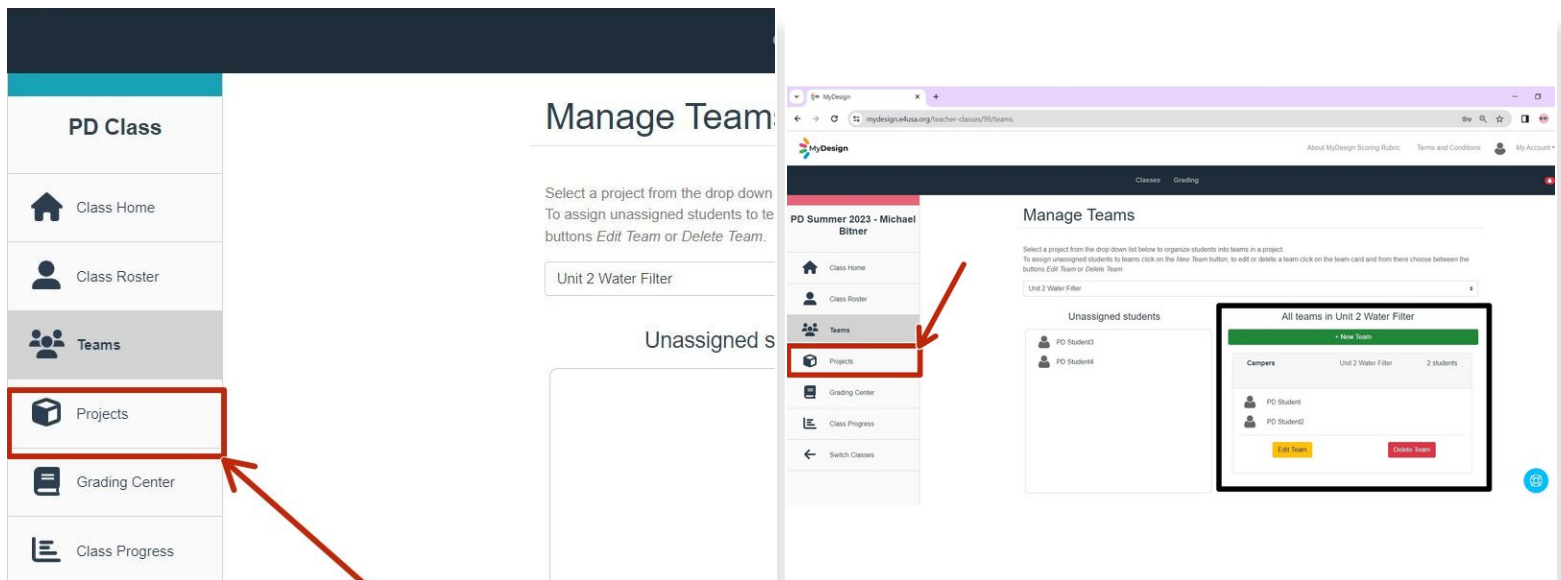## Step 4 — Create New Team and Assign Students



- Enter new **Team name**: Campers

- **Select team members** from the list of available students

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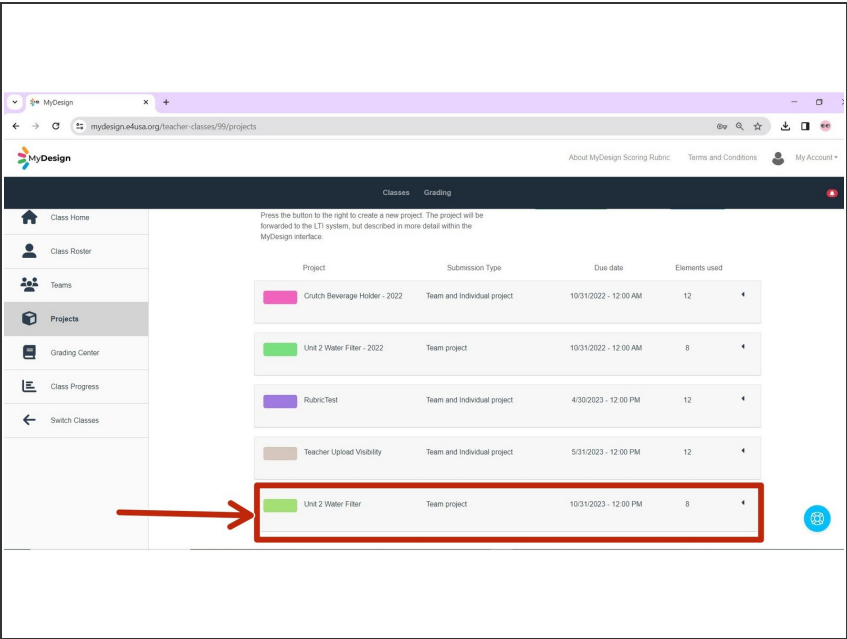
## Step 5 — Accept Team Assignments



- **Selected team members** are assigned to the team
- Select **Create Team**
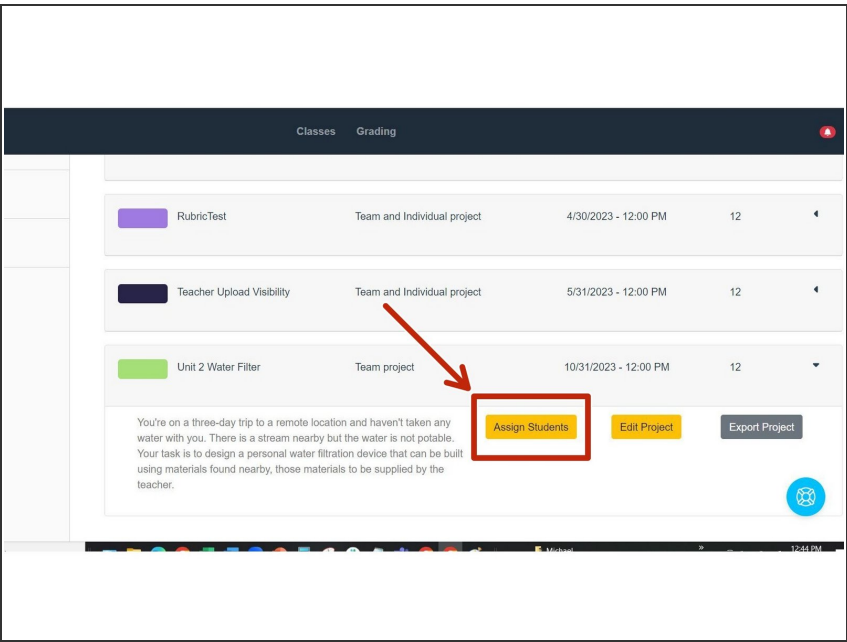
## Step 6 — Students are Assigned to Team



- "Campers" is listed in **All teams in Unit 2 Water Filter** but is not yet assigned to the project
- Select **Projects** to assign team to project

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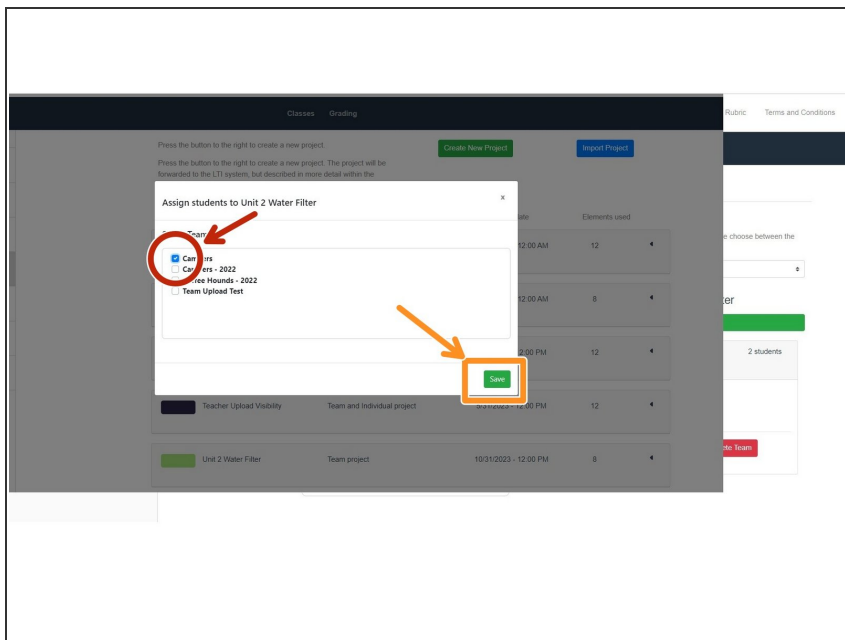
## Step 7 — Edit Project



- Select anywhere within the project card

## Step 8 — Assign Students to Project



- Select **Assign Students**

# Step 9 — Assign Teams to Project



- Select "Campers" under **Select Teams** to assign to project

- Select **Save**

- Repeat Steps 1 - 9 to create and assign additional teams to the project.