

Blackboard

How to use the Discussion Boards

This function is similar to forums in that it allows users to have threaded discussions within their course or organisation.;A threaded discussion means that comments/posts on the same topic will automatically be linked together.

In order to set up a discussion board, you need to be an instructor on the course or a leader on the organisation.

By default, there is a menu item called Tools.;Click on it:

From the list of tools that are available, click on the Discussion Board link:

You will then be given the option to "Create Forum" (You can add as many as you wish):

Give your forum a meaningful name and description

The next section of the page deals with the forum's availability.;Set the relevant availability dates or click the radio buttons to make it available (i.e. visible).

The third section deals with the settings.;These are fairly self-explanatory.

When you are done, click on the submit button.

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