



Black Hills State University Instructional Design

Discuss

Note: Topics are visible to students - Forums are NOT visible to students.

Create a New Topic

- Click 'Communications' > 'Discuss' to go to 'Discussions' page
- Click 'New' > Select 'New Forum' from the drop down menu to go to 'New Forum' page
- Complete the information in the 'Properties' tab

Tip: Check '*Users must start a thread before they can read and reply to other threads in each topic*' to force students first to respond to the discussion prompt before they read and respond to others' responses

Options

- ☐ Allow anonymous posts ?
- ☐ A moderator must approve individual posts before they display in the forum ?
- ☒ Users must start a thread before they can read and reply to other threads in each topic ?
- ☐ Display forum description in topics ?

- Click 'Save and Add Topic' to go to 'New Topic' page
- Complete the information in the 'Properties' and 'Assessment' tabs
- Use the different save options to continue or close
- Use the drop down menu for 'More Actions' to Copy, Reorder, Delete and Restore Discussions forums

More Actions ▼

- Copy
- Reorder
- Delete
- Restore

Reorder Forums and Topics

Expand All Collapse All

Forum/Topic Title	Sort Order
▼ 1. Getting Started	1 ▼
General Course Questions	1 ▼
Introduce Yourself	2 ▼
Team Member - Discussion	3 ▼
Suggestions	4 ▼

Tip:

- If the D2L rubric feature is used for a rubric, associate the rubric to the Discussion topic under the 'Assessment' tab on the 'Edit topic' page for users to view the feedback provided through the rubric.

NOTES:

- Both students and instructors can submit their responses in three different ways
 - Type in text
 - Record Audio
 - Record Video