

Moodle: Discussion Boards (Forums)

http://moodle.washington.edu

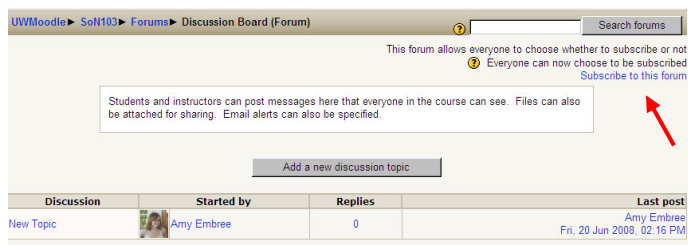
1. Find the Discussion Area

Look for Activities: You can find all the discussion boards in a course from the Activities box on the left, by clicking on the “Forums” link. You can also look for a specific forum in a weekly summary in the middle section. Click on the forum title to go to the discussion area.



2. Forum Settings

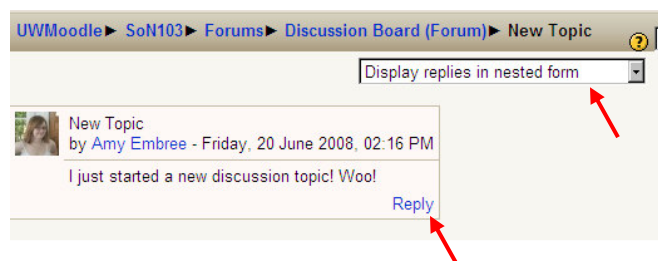
Email subscriptions: You can specify that you want to receive email copies of all posts by clicking “Subscribe to this forum” in the upper right corner of the discussion area. (Or click “unsubscribe” to stop emails.)



3. Read and Post

Read discussions: You can change how posts are displayed and organized by selecting different options from the drop down box near the top of the page.

Click on the discussion topic you want to read. If you then want to reply to this post, click on “Reply” in the bottom right of the posting.



Write your reply, then click the “Post to forum” button. You can also add attachments at this point, which can be helpful if your instructor wants you to share files with other students. You have 30 minutes to change your posting before it becomes permanent.

You can also start new discussion topics in much the same way, if your instructor allows this feature.