

Directions

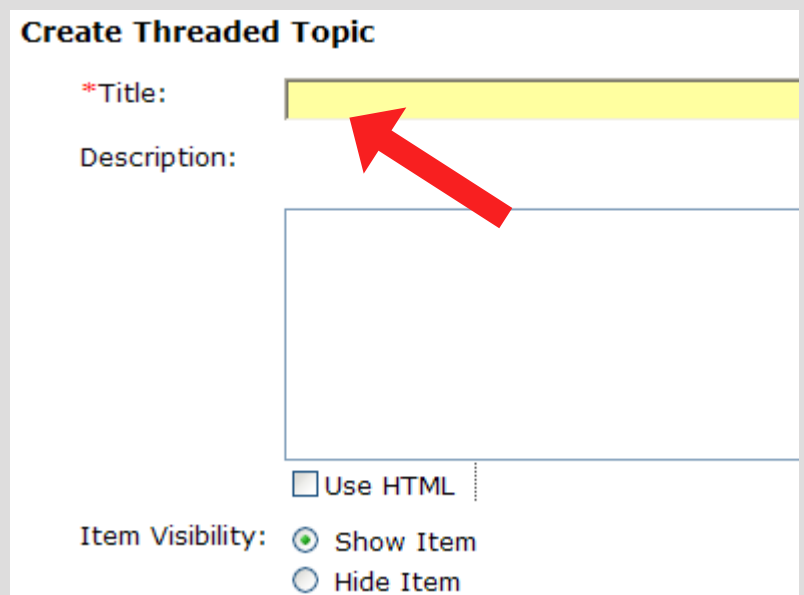
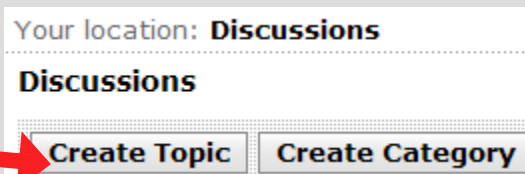
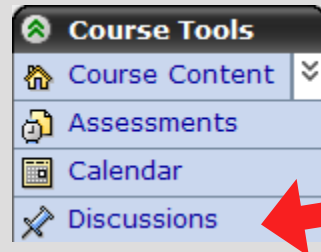
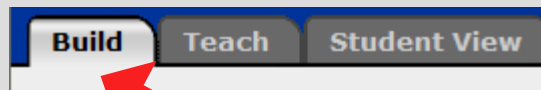
1. From the **Build** tab

2. Under **Course Tools**
Click **Discussions**
(Must enable discussion tool when selecting tools)

3. Click **Create Topic**

4. Enter Title of Topic

Diagram




Directions


5. Select Category in which the topic will be displayed.

6. Determine if topic is graded or not. (Graded topics will be discussed in advanced workshops)


7. Set Student Posting rules under Topic Behavior Options and Click **Save**

Diagram

Category: Topics can be organized into categories.
Select Category: 



Grading

Topic is not gradable 

Allow the topic to be graded

Numeric grade: Out of

Alphanumeric grade

Grade by Grading Form:


A column is automatically created for this topic in Grade Book

Grade Book column title:

Release grade to Students in My Grades

Topic Behavior Options (Expand this area to see more options.)

Student Posting Rules

Students can post messages and reply to messages 

Students can post messages but cannot reply to messages

Students can reply to messages but cannot post messages

Students can edit their messages after posting them

Lock this topic for Students (Section Instructors can post in a locked topic)

Author Identification

Authors are identified by user names

Authors are anonymous to Students

