Discussions

The discussion tool is used for communication between students enrolled in the course and the instructor. Messages posted on the discussion board are visible to all users in the course. The tool may be used for discussion related to course content and offer student opportunities to share thoughts or ask questions.
After you click on **Discussions** link on the navigation bar, you will see **Discussion List**
Discussions

The discussion board is organized as:

**Forums**: are the headings for the sections or divisions in the discussion tool

**Topics**: are the divisions that are located under the forum headings. They are the groupings of messages.
Threads and Posts

Threads and Posts are the actual messages posted by students or the instructor.

When viewing the discussions you will see the total number of messages, the number in the blue parentheses are unread messages.

1.) Do I have to purchase the book? YES! You will need the textbook (correct edition) in order to complete this course. Please note that I have provided you with a .pdf copy of the first 2 chapters of the textbook. They are located in the content section under additional information.

2.) Can I work ahead of schedule? Absolutely! You can work
Reading Discussions

To read a discussion open the Topic by clicking on the Topic name.
Reading Discussions

The area highlighted shows the **Message**. It includes who it was **authored** by and underneath shows the date and time the post was made.
Reading Discussions

Reply to Tread allows you to respond with your own message.

Subscribe allows you to get an email message each time a new message is posted as a reply to this message.
Replied to Discussions

To reply to a message, click the **Reply to Thread** button that is highlighted in blue.
Replying to Discussions

On the Reply screen there will be a subject header.
Replies to Discussions

On the Reply Details screen, the **Message** area is where you will type your response to the original post. You have some text formatting options and spell check in the toolbar of the message area.
Replying to Discussions

You will have the option to subscribe to email notifications when someone replies to this message thread.
Replied to Discussions

You have the opportunity to Add Attachments such as documents or pictures to your posting on the discussion board.
Replying to Discussions

The **Post** button must be clicked after you have typed your message. The **Post** button is what will submit or add your message to the discussion board.
Composing New Discussions

You can also post an original or new message rather than replying to an existing message.

First, select the topic you would like to add the message in.

Click on the **Start a New Thread** button to add a new message.
Composing New Discussions

This is just like replying to a message.

- Enter a Subject
- In the **Message** area is where you will type your message. You have some text formatting options and spell check in the toolbar of the message area.
- You can Subscribe to notifications
- Add Attachments
- The **Post** button must be clicked after you have typed your message. The **Post** button is what will submit or add your message to the discussion board.