## **Searching and Collecting Posts**

### Searching for posts:

Proceed to the Discussion Board home page in your Blackboard course.

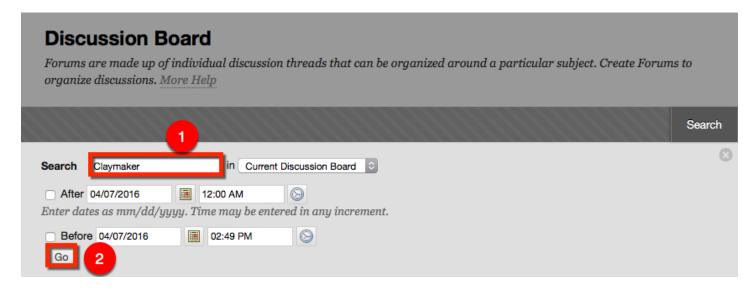
## **Discussion Board**

Forums are made up of individual discussion threads that can be organized around a particular subject. Create Forums to organize discussions. More Help

Search

Forum	Description	Total Posts	Unread Posts	Total Participants
Course Questions	All questions regarding course policies and procedures and specific	13	10	2
questions	assignments should be posted here. I'll answer all questions asap, but if you know the answer to someone's question, go ahead and post!			
Course Questions	Please ask any questions you may have about the course.	0	0	0
Week One	Please discuss topics in Chapters 1 and 2	3	0	2
Week Two	Please discuss topics in Chapters 3 and 4.	0	0	0

Input a name or keyword into the Search textbox. Change any settings to narrow the search. Once you are finished, click **Go**.



#### Your results appear.

Users	s can Collect po	<b>Sults: "Claymaker"</b> osts into a printable, sortable format. reated to tag posts. <u>More Help</u>	Collections are a good ı	vay to organize posts for a	quick reading. A	
Print	Preview					Filter
Sort	by Date of Las Select: <u>All None</u> Mark 📎	5				
	Thread: Post: Author: Type your co	Add a Subject Here RE: Add a Subject Here Van Claymaker	Posted Date: Status:	April 7, 2016 12:51 PM Published		

## **Collecting Posts:**

Proceed in the Discussion Board forum in your Blackboard course.

Organiz		on this page and apply se	ttings to several or all thread r the caret at the top of each o			pular format. The
Create T	hread Subs	cribe			Se	arch <b>Display</b> ~
	nread Actions 📎	Collect				
•	Date 💛	Thread	Author	Status	Unread Posts	Total Posts
	4/7/16 12:43 PM	Add a Subject Here	Daniel Farnsworth	Published	0	3
	nread Actions 📎	Collect				

# Check which threads you would like to collect, then click **Collect**.

Subscribe Search Displa
Subscribe Search D

Blackboard Questions? Contact the Center for Online Teaching and Learning Email: <u>blackboard@govst.edu</u> Phone: (708) 534-4115 All the posts will appear on one page.

Prin	nt Preview				Filte			
So	rt by Date of Last F	Post Order Vescending						
	Select: All None							
P	Mark 😸							
	Thread: Post: Author:	Add a Subject Here RE: Add a Subject Here Daniel Farnsworth	Posted Date: Status:	April 7, 2016 12:59 PM Published				
	Type your con	itent here						
	Reply Quo	te Mark as Unread						
	Thread: Post: Author:	Add a Subject Here RE: Add a Subject Here <b>Van Claymaker</b>	Posted Date: Status:	April 7, 2016 12:51 PM Published				
	Type your con	atent here						
	Reply Quote Mark as Unread							
	Thread: Post: Author:	Add a Subject Here Add a Subject Here <b>Daniel Farnsworth</b>	Posted Date: Status:	April 7, 2016 12:43 PM Published				
	Type your con	atent here						