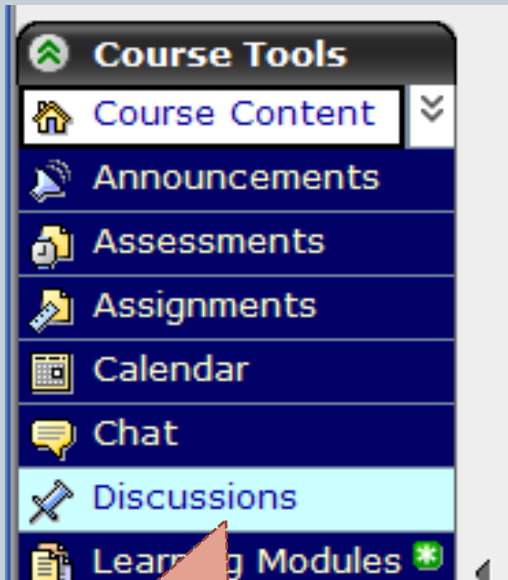
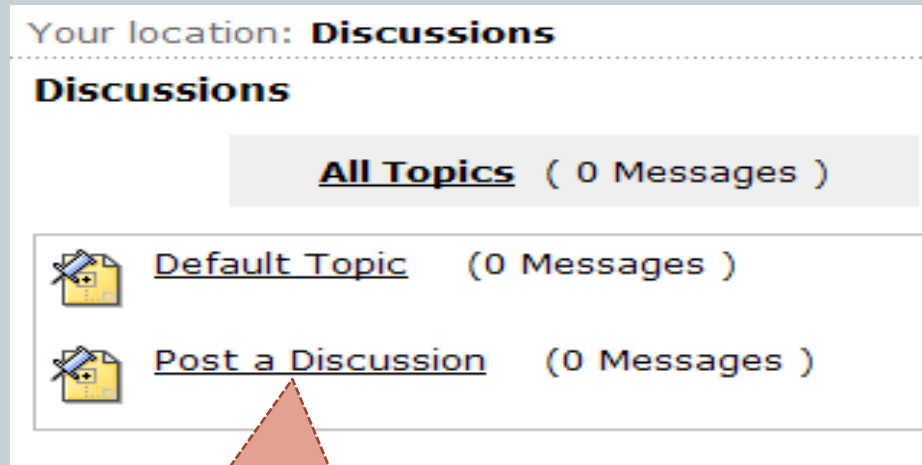


Posting to a Discussion Forum

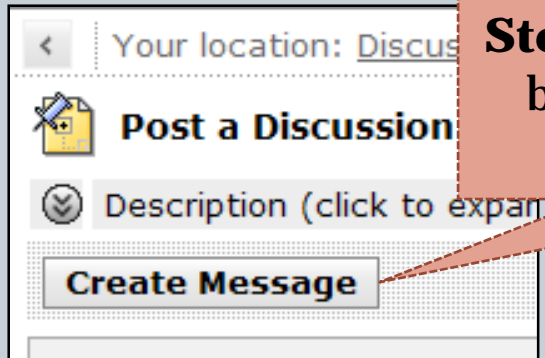


Step 1. Click the Discussions Button on the Course Tools Menu



Step 2. Click a Discussion Forum hyperlink

Posting to a Discussion Forum



A screenshot of a forum interface. At the top, it says "Your location: Discuss". Below that is a "Post a Discussion" button with a document icon. Underneath is a "Description (click to expand)" section with a downward arrow. At the bottom of this section is a "Create Message" button.

Step 3. Click the “Create Message” button to open the text window

Step 4. Fill out the message window

4a) Type in a subject header

Create Message

*Subject:

Message:

Enable HTML Creator

4b) Type in a message

4c) Click Post to submit

Use HTML Insert equation: New ▼ ▶

Attachments: Add Attachments

Post

Preview

Cancel

Save as Draft

* Required field