

How do I create a discussion as an instructor?

As an instructor, you can create a discussion for your course.

Open Modules

In Course Navigation, click the **Modules** link.

Home

Announcements

Modules

Syllabus

Grades

People

Panopto

Recordings

Add Discussion

Click the **+ sign** next to the module name.



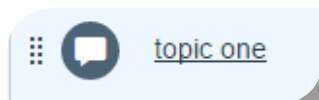
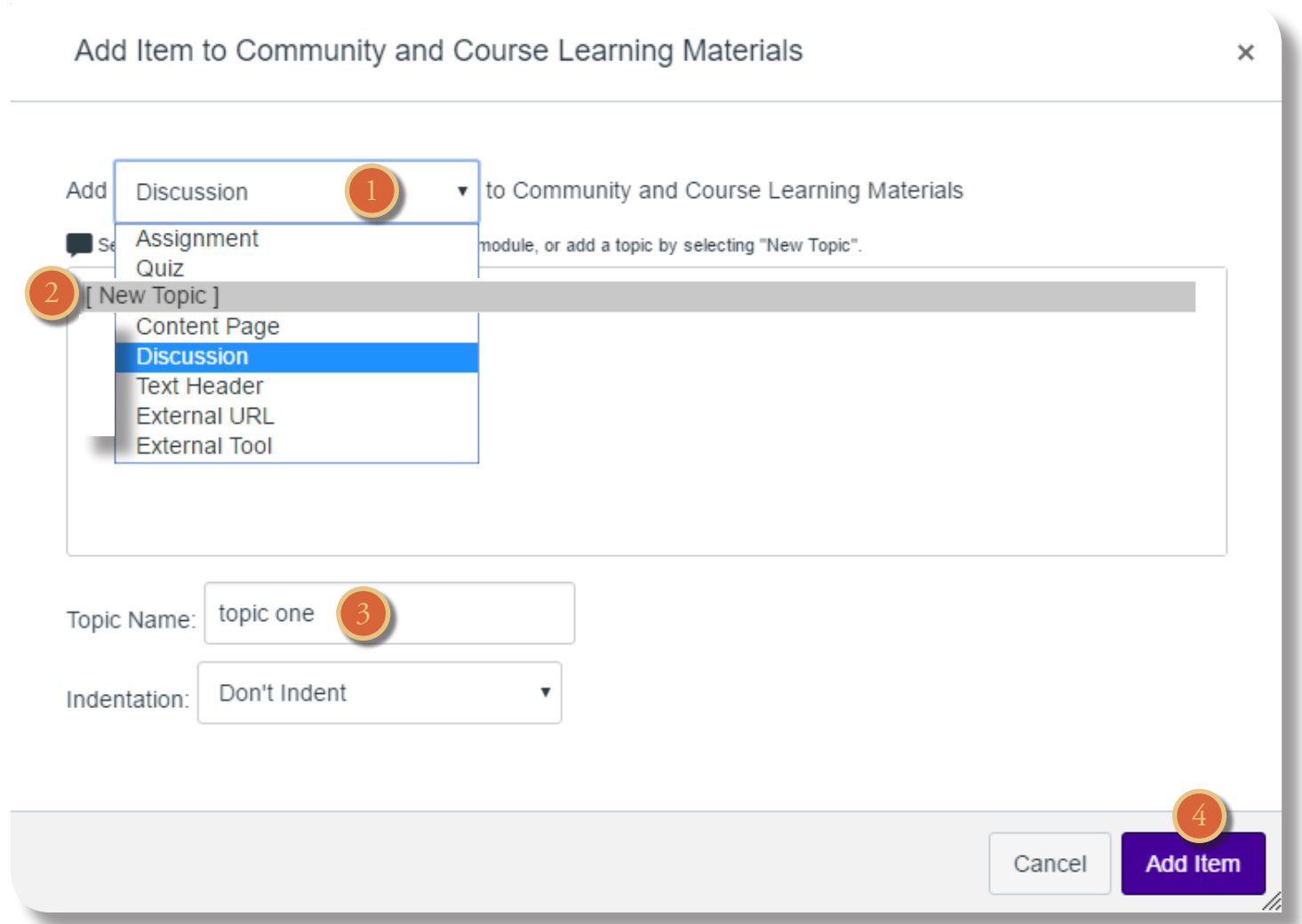
The screenshot shows the course navigation bar. On the left, a vertical menu lists 'Home', 'Announcements', 'Modules', 'Syllabus', 'Grades', 'People', 'Panopto', and 'Recordings'. The 'Modules' link is highlighted with a dark blue background. On the right, there are buttons for 'View Progress' and '+ Module'. Below these buttons, the current module is displayed as 'Community and Course Learning Materials'. At the bottom right of the module bar, there is a green checkmark, a plus sign (+) circled in red, and a gear icon.

Choose **Discussion** [1] from the drop down list.

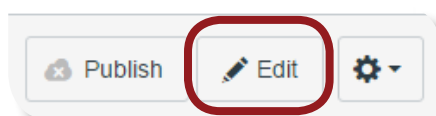
Choose **New Topic** [2].

Name [3] the topic.

Click the **Add item** [4] button.

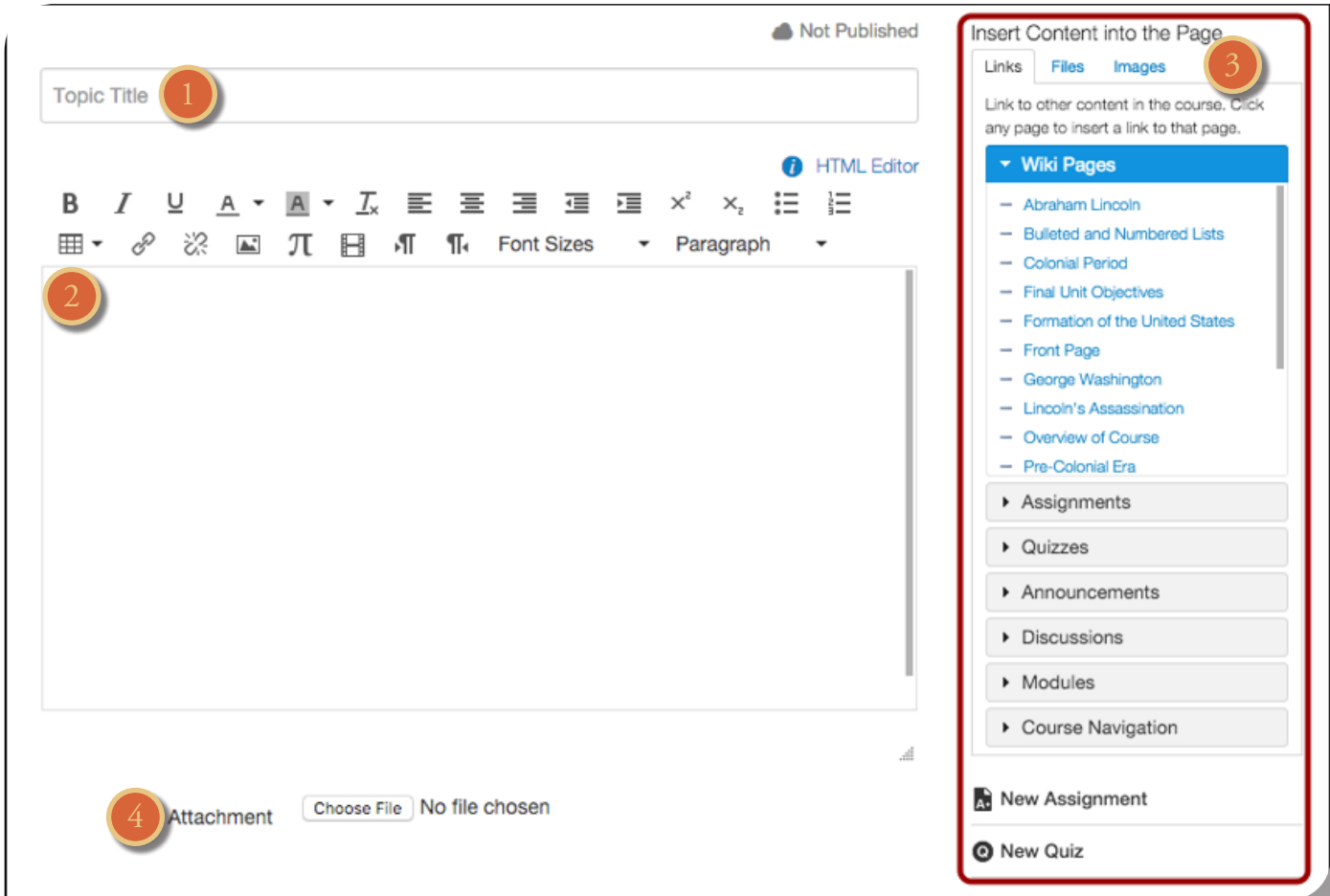


Click on the Discussion Name in the module



Click Edit.

Create Discussion



Not Published

Topic Title 1

HTML Editor

2

4 Attachment Choose File No file chosen

3 Insert Content into the Page

Links Files Images

Link to other content in the course. Click any page to insert a link to that page.

- Wiki Pages
 - Abraham Lincoln
 - Bulleted and Numbered Lists
 - Colonial Period
 - Final Unit Objectives
 - Formation of the United States
 - Front Page
 - George Washington
 - Lincoln's Assassination
 - Overview of Course
 - Pre-Colonial Era
- Assignments
- Quizzes
- Announcements
- Discussions
- Modules
- Course Navigation

New Assignment

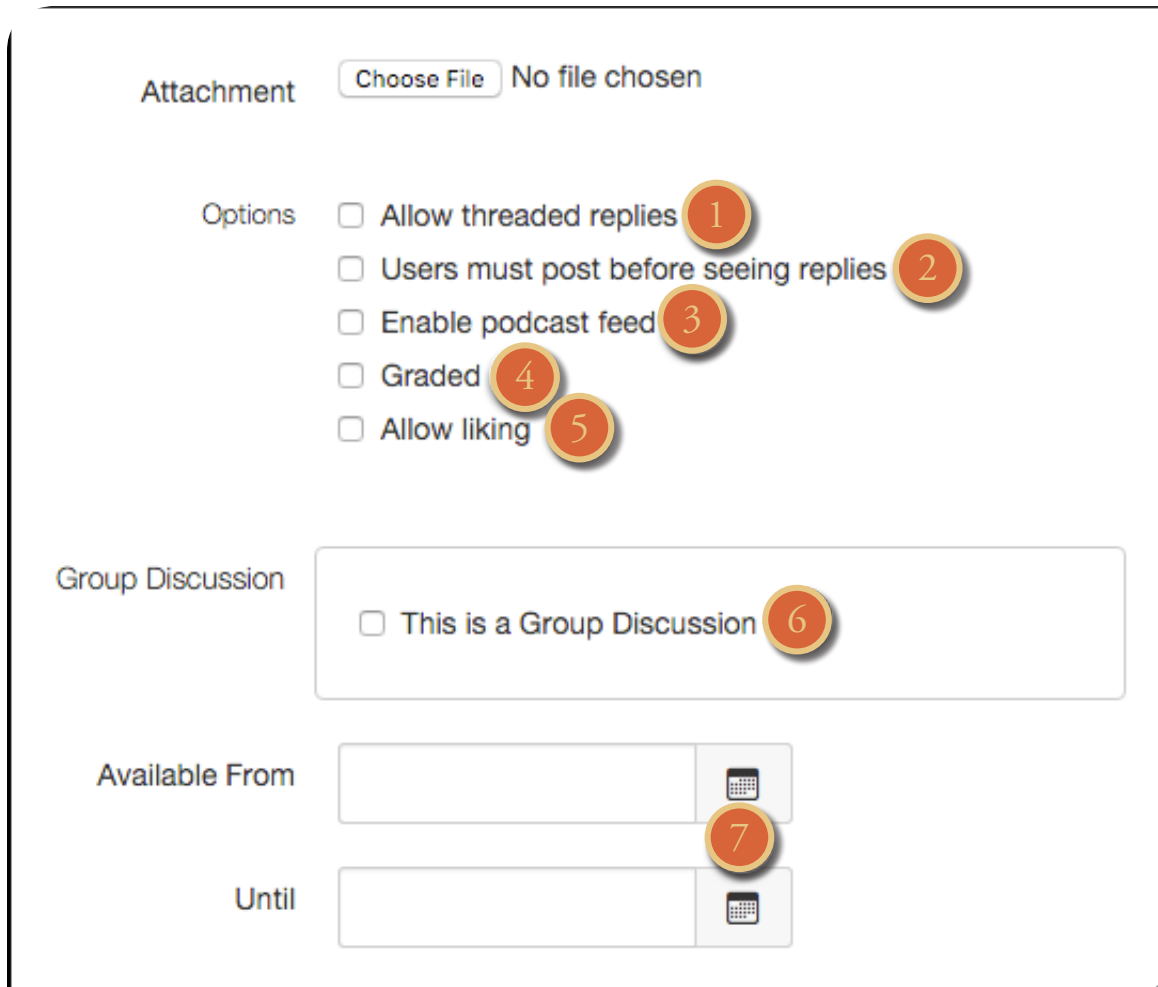
New Quiz

In the Title field [1], create a title for your discussion.

Use the [Rich Content Editor](#) [2] to create content for your discussion. You can also add links, files, and images to the discussion using the [content selector](#) [3].

You can also add an attachment to your discussion by clicking the [Choose File](#) button [4].

Add Discussion Options



The screenshot shows a form for adding discussion options. It includes an attachment section, a list of options with checkboxes, a group discussion checkbox, and date selection fields. Numbered callouts (1-7) point to specific elements: 1. Allow threaded replies checkbox, 2. Users must post before seeing replies checkbox, 3. Enable podcast feed checkbox, 4. Graded checkbox, 5. Allow liking checkbox, 6. This is a Group Discussion checkbox, and 7. The calendar icon for the Available From field.

Attachment No file chosen

Options

- Allow threaded replies 1
- Users must post before seeing replies 2
- Enable podcast feed 3
- Graded 4
- Allow liking 5

Group Discussion

This is a Group Discussion 6

Available From 7

Until

By default, discussions are created as focused discussions. To create a threaded discussion, click the **Allow threaded replies** checkbox [1]. Learn more about [focused and threaded discussions](#).

To [require users to reply to the discussion](#) before they can see any other replies, click the **Users must post before seeing replies** checkbox [2].

To [enable a discussion podcast feed](#), click the **Enable podcast feed** checkbox [3].

To create a graded discussion, click the **Graded** checkbox [4]. You can [assign graded discussions](#) to individual students and sections and [assign graded discussions to groups](#).

To allow students to [like discussion replies](#), click the **Allow liking** checkbox [5].

To make the discussion be a **group discussion**, click the **This is a Group Discussion** checkbox [6].

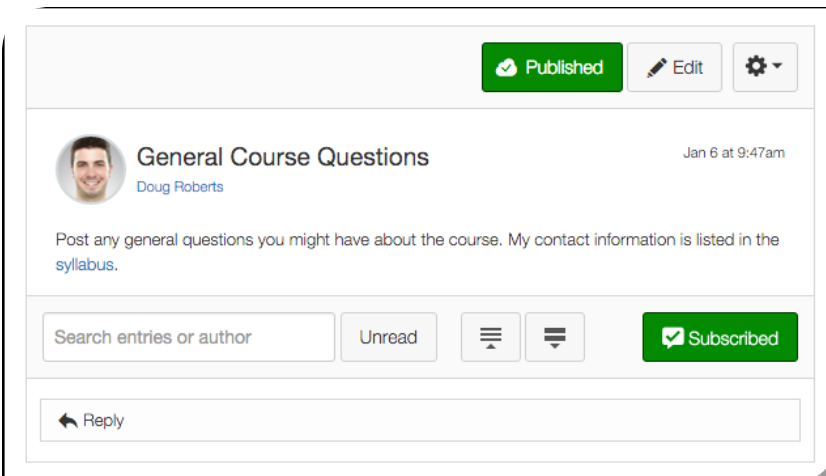
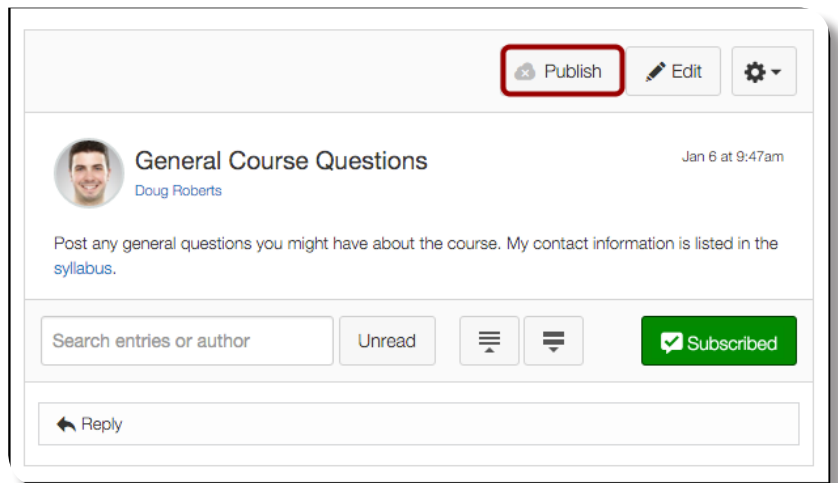
To make your discussion available on a specific date or during a specific date range, enter the dates in the **Available From** and **Until** fields [7], or click the calendar icons to select dates. Note that these fields only apply for non-graded discussions; If you create a graded discussion, these date fields do not apply.

Save and Publish



If you are ready to publish your discussion, click the **Save & Publish** button [1]. If you want to create a draft of your discussion and publish it later, click the **Save** button [2].

When your discussion is saved in a draft state, you can return to the page and publish it at any time by clicking the **Publish** button.



View Discussion

View the discussion.