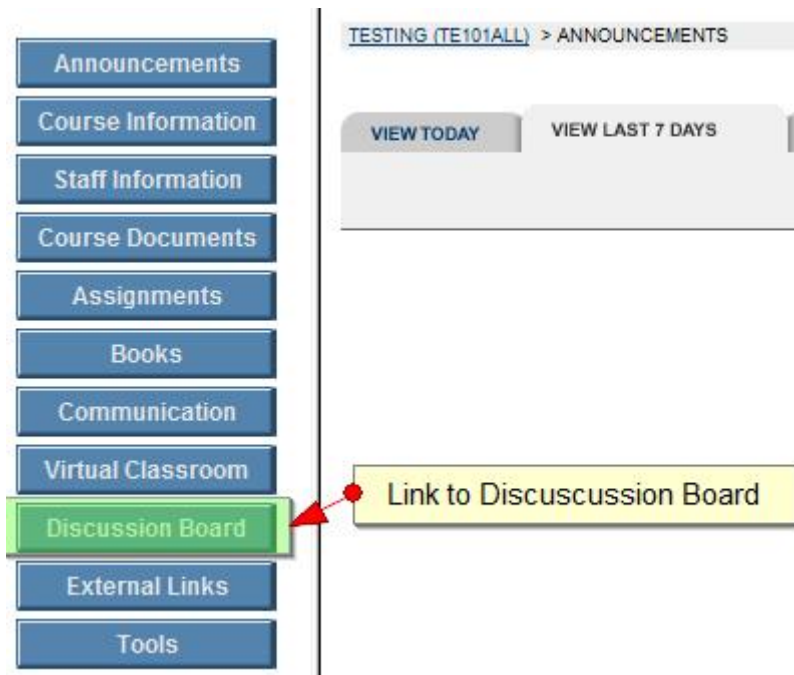


# How to use Discussion Board

1. After you get on to your Blackboard course, click Discussion Board link on the left banner.



2. Click a discussion forum that you want to participate.

3. There are a couple of ways to participate in the discussion. One is to read messages first by clicking on each of them and then reply to any of them if you will. The other is to directly post your opinion by clicking the Add New Thread button.

4. To add a new thread, after clicking the Add New Thread button, you will see the following screen. Fill in a subject in the Subject text field. Type in your message in the textbox. The toolbars above the textbox will only appear when you use Microsoft Internet Explorer as your browser. You can also attach a file if you wish. Click Browse to find your file. When you finish, click the Submit button.



### Add Thread

**1 Message**

\* Subject:

**Message**

Normal 3 Times New Roman | **B** *I* U ~~S~~ |  $x_2$   $x^2$  | [List Icons]

[Clipboard] [Cut] [Copy] [Paste] [Undo] [Redo] [Link] [Image] [Table] [Text Color] [Background Color] |  $\sqrt{x}$   $\leftrightarrow$   $\langle \rangle$  [Checkmark]

[File] [Image] [Link] [Table] [Text Color] [Background Color] [Redo]

Path: [body](#)

5. To reply to a message, click on that message. Then click the Reply button.

The screenshot shows a forum thread detail page. At the top, there is a 'Thread Detail' header with a grid icon. Below it is a toolbar with icons for 'Collect', 'Flag', 'Clear Flag', 'Mark Read', and 'Mark Unread', along with a search icon. The thread information shows 'Thread: Why use C#' with a 'Reply' link, 'Total posts: 1', and 'Unread posts: 0'. A single post is listed by 'Anthony Alexander' on '12/9/08 2:48 PM'. Below the post list is a 'Refresh' button, a 'Select All' checkbox, and a 'Go' button. The post content area shows 'Subject: Why use C#' with 'Reply', 'Quote', and 'Set Flag' buttons. The author is 'Anthony Alexander', posted on 'Tuesday, December 9, 2008 2:48:30 PM CST', last modified on the same date, with 'Total views: 6' and 'Your views: 2'. The message content is 'This is just some text'. At the bottom, the subject and action buttons are repeated.

6. Type in your message in the “Message” textbox. Then click “Submit”.

7. To participate in another forum, click “Discussion Board” and select another topic.