Working with Discussion Boards

A Step-by-Step Guide for Students

At a Glance

This guide will examine the procedures of working with Discussion Boards in Blackboard Learn™.

Overview

Discussion Boards are forums where students can post thoughts and ideals on specific topics and comment on fellow student posts. In Blackboard Learn, Discussion Boards may be accessed using either of the following methods:

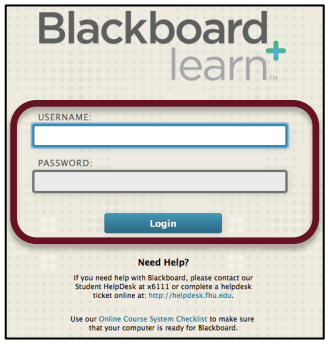
1. By opening the Discussion Board from the Course Menu. In which case, all of the forums available to students are listed.
2. By clicking a Discussion Board link created by the instructor in a content folder. A Discussion Board link can be one of two types: The link may point to the Discussion Board tool which will display all of the forums in the course (Same as selecting Discussion Board from the Course Menu), or it may point to a specific forum topic.

This guide will examine both methods of accessing and working in a Discussion Board.

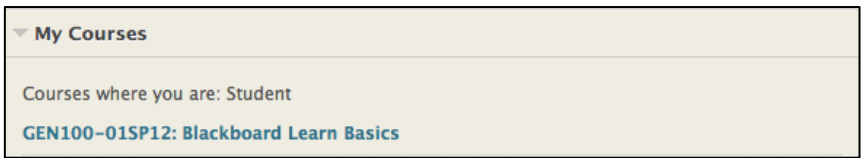
Open the Course

In this section, we'll open the course containing the Discussion Board.

Step 1: Open Blackboard Learn in your web browser (http://blackboard.fhu.edu) and sign in using your FHU username and password. Your Home Page will then be displayed.



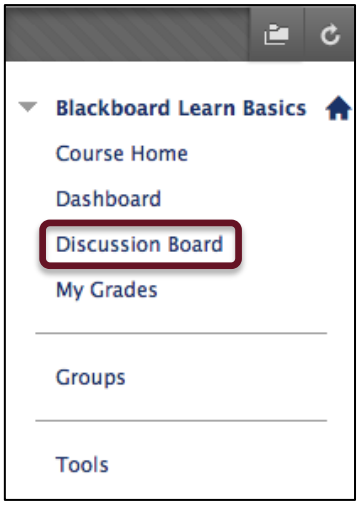
Step 2: Open the course containing the Discussion Board by clicking on the course name in the *My Courses* module.



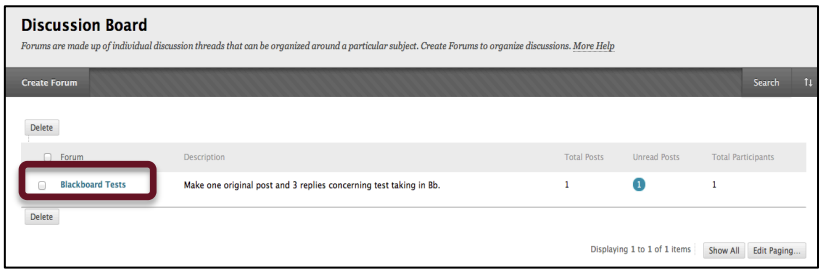
Accessing the Discussion Board via the Course Menu

In this section, we'll outline the steps required to access a Discussion Board via the Tools Window.

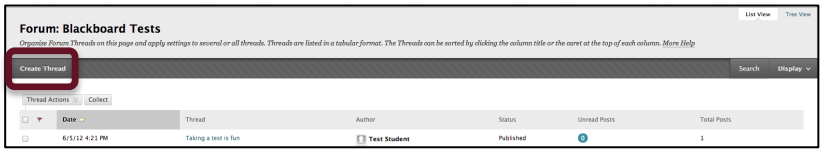
Step 1: Click the *Tools* link in the Course Menu after the course is opened.



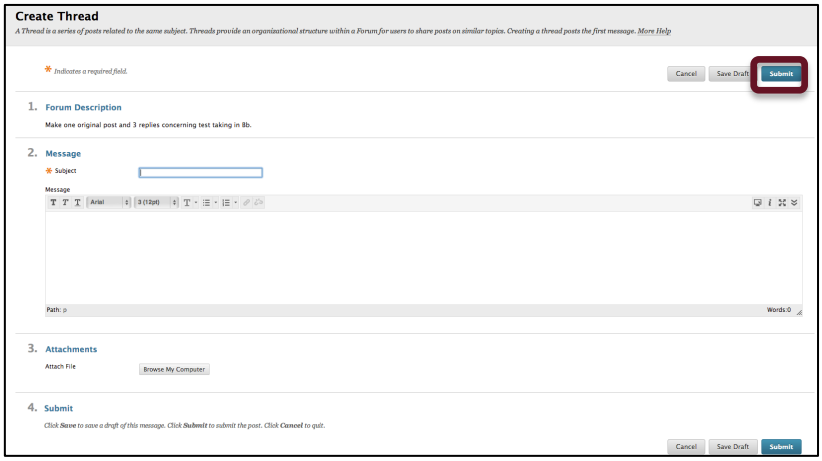
Step 2: Click the Forum topic in which you plan to make an original post or comment on a fellow student's post.



Step 3: Click *Create Thread* to make an original post or open a fellow student's post to add a comment.



Step 4: On the Create Thread window, type the subject of your post, the content of your post in the message box, and then click *Submit* to add your post to the forum.



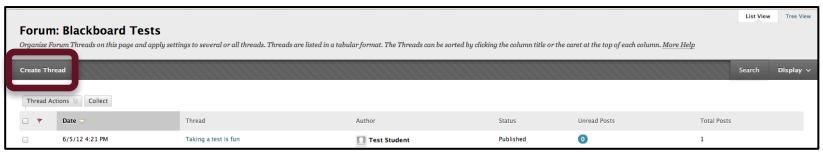
Accessing a Discussion Board via a Folder Link

In this section, we'll outline the steps required to access a Discussion Board via a folder link.

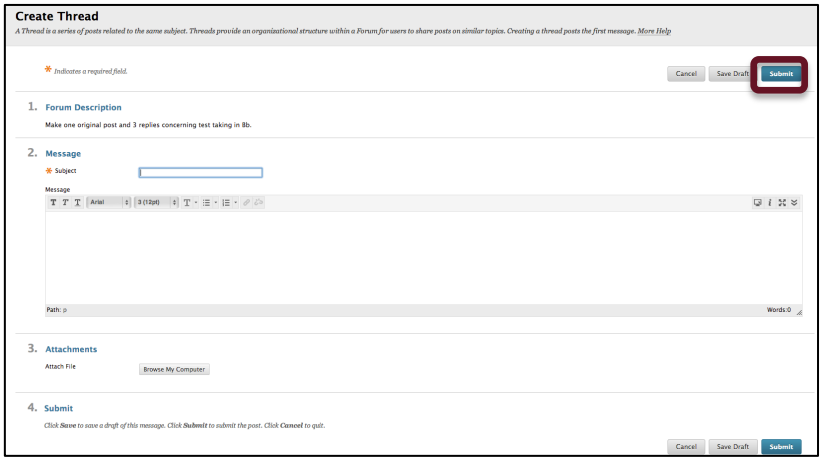
Step 1: Navigate to the content folder containing the Discussion Board link and click the link name to open it.

If the link points to the Discussion Board tool, all of the forums will be listed. In which case, see the instructions in the previous section titled, "*Accessing the Discussion Board via the Tools Window*". If the link points to a specific forum, continue with Step 2.

Step 2: Click *Create Thread* to make an original post or open a fellow student's post to add a comment.



Step 3: On the Create Thread window, type the subject of your post, the content of your post in the message box, and then click *Submit* to add your post to the forum.



Additional Assistance

For additional assistance, see the *Blackboard Learn for Students* guide as well as other resources on the student tutorial site at http://www.fhu.edu/tutorials/student. Students may also receive assistance by contacting the HelpDesk at http://helpdesk.fhu.edu or by phone at 731-989-6111. Please note the instructor is the first point of contact for assistance with course related issues.