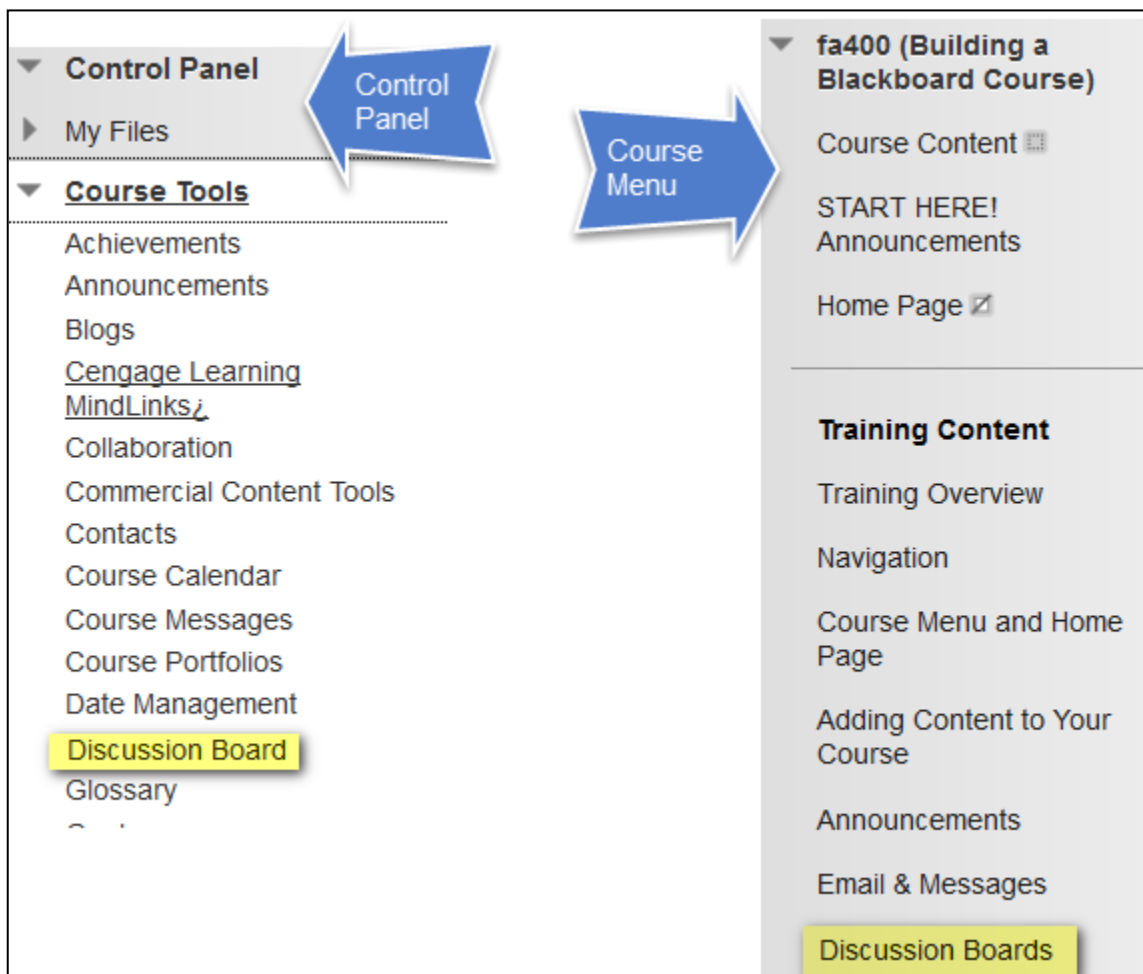


Reading Student Posts

1. On the course menu, click Discussion Board.
-OR-
2. On the Control Panel, expand the Course Tools section, and select Discussion Board.



3. Select the name of the forum to view all posts, or select the number under Unread Posts to skip right to those you have not seen.

<input type="checkbox"/> Forum	Description	Total Posts	Unread Posts
<input type="checkbox"/> Week 1 Discussion	Week 1 Discussion Forum: After posting your thoughts on this week's discussion you will be able to see your peers' postings as well.	3	3

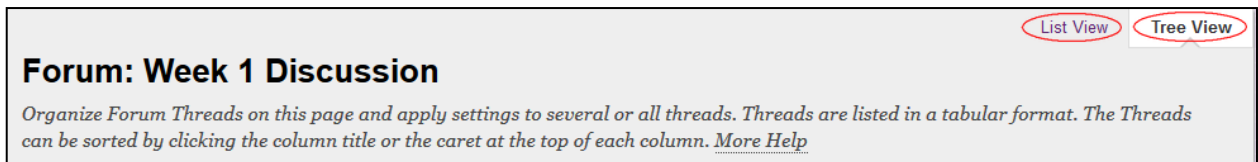
4. There are two ways to view a discussion forum:

List View (Default): all threads are divided into separate links

OR

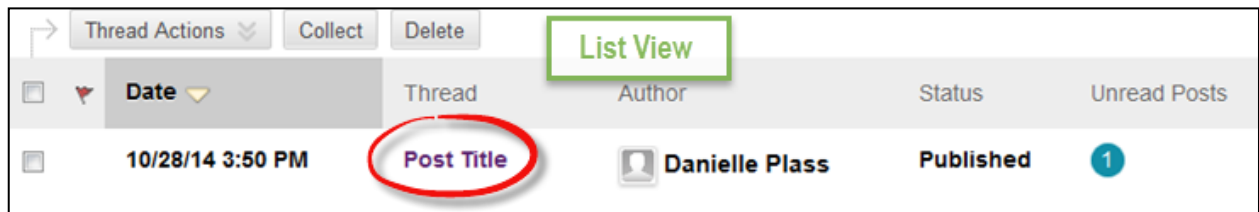
Tree View: all threads can be expanded and collapsed on the same page

Select your desired view from the upper right corner of your screen:



5. To view posts in a Thread

In List View, Click the Subject of the Thread:



OR

In Tree View, Check the box to the left of the thread, then click Collect. Expand thread and check all boxes.

