

Blackboard: discussion boards



Introduction

This HOWTO explains how to setup and participate in a discussion board using the blackboard system.

A discussion board allows you to have a **threaded discussion**. Normally, someone posts a **topic** and people then respond to that topic.

Topics are organized via **forums**. Forums are broad categories of questions.

For example, if you are teaching health and physical education, you might have a discussion board. One of your students might post a question about proper ways to stretch when it is very cold outside.

You might reply, and other students might choose to reply as well. Some students might reply to your reply, asking some clarification questions.

The advantage? Your answer is visible for all to see, and can be seen again by other members of the class at a later date. The students are having a virtual discussion.

Here's an example...

☐ I'm confused

Fink, Emily

Re: I'm confused

MacKenty, Bill

HOWTO

- 1) Login in
- 2) Click on control panel
- 3) In the **course tools** section, click on discussion boards

Have an Account? Login Here.

Your Blackboard **username** is your Hunter E-mail login, e.g.: **jsmith**

USERNAME:

PASSWORD:

Welcome Courses Academic Web Resources

COURSES > TECHNOLOGY_INTEGRATION

Announcements

Course Information

Staff Information

Course Documents

Assignments

Communication

External Links

Tools

Resources

Course Map

Control Panel

Announcements

VIEW TODAY

Welcome!
Welcome to E

We will focus professional d

Please feel fre

I have an oper around. My er

COURSE TOOLS

[Course Calendar](#)

[Tasks](#)

[Send E-mail](#)

[Discussion Board](#)

[Virtual Classroom](#)

[Digital Drop Box](#)

Your discussion board is organized by **forums**. Each forum is a broad category of **topics**.

Welcome Courses Academic Web Resources System Admin Home Help Logout

COURSES > TECHNOLOGY_INTEGRATION > CONTROL PANEL > DISCUSSION BOARD

Discussion Board

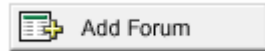
1 **Computers 101**
Go ahead. Ask. Every question will be treated with respect and consideration. [2 Messages]
[All New]

2 **How can I use?**
Want to use technology but don't know how? post your question here! [No Messages]

3 **Great Learning Site!**
Found a good learning site? Post it here! [No Messages]

4 **What can I do better??**
What can I do better here at HCHS? [No Messages]

To add a forum, click the Add Forum button.



Type in a title and a description of the forum.

[COURSES](#) > [TECHNOLOGY INTEGRATION](#) > [CONTROL PANEL](#) > [DISCUSSION BOARD](#) > [ADD FORUM](#)

Add Forum

Title:

Description:

Smart Text Plain Text HTML

You can choose your forum settings. I suggest you use these settings:



Forum Settings:

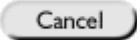
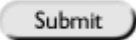
- Allow anonymous posts
- Allow author to edit message after posting
- Allow author to remove own posted messages
- Allow file attachments
- Allow new threads

At the bottom of the page, you can block, unblock, and set administrative rights for your forums. you can usually leave this alone.

Forum User Settings:

-  = Forum **Administrator** privileges
-  = Permanent Forum **Administrator**
-  = User is **blocked** from posting

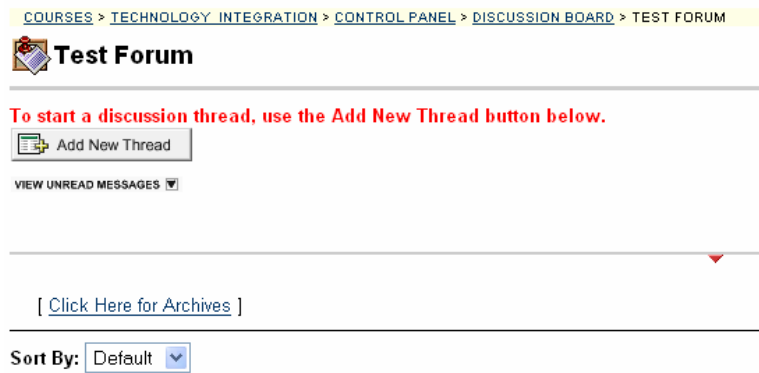
Abse, Daniel (dabse)	
Airoldi, Kimberly (kairoldi)	
Basias, Evanthia (ebasias)	
Beaudry, Micheline (mbeaudry)	
Bondarenko, Yevgeniya (ybondare)	
Borenstein, lisa (lborenst)	
Boyle, Gregory K. (gboyle)	
Campbell, Martha (mcampbel)	
Cedars, Stephen (scedars)	
Chambers, Carl (cchamber)	
Chapnick, Melissa (mchapnic)	
Cook, Joye (jcook)	

Once you have set your options, simply click the   submit button.

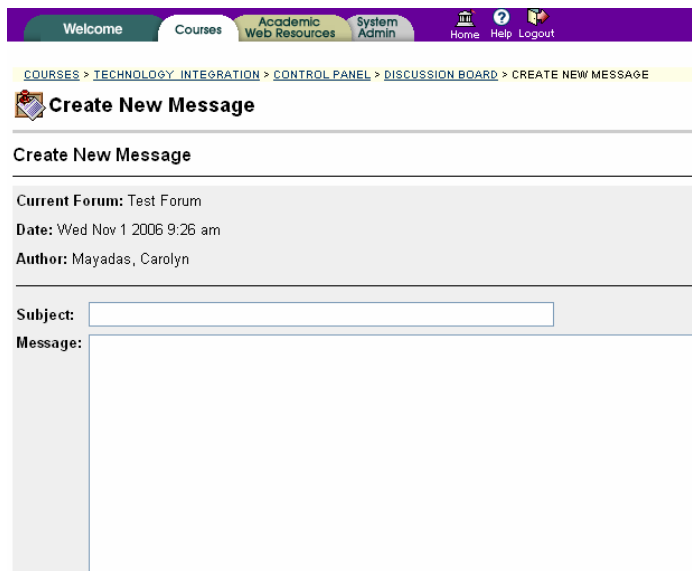
To start adding a thread, simply click on the name of your forum:



Click on the add new thread button.



Type a subject and message:



Note the options under the message:



You can normally keep the Option set on Smart Text.

If you want to add an attachment, simply click the button, and attach a file.

Reading messages:

Click the title of the message

SHOW OPTIONS		
<input type="checkbox"/> I'm confused	Fink, Emily	Tue Sep 19 2006 10:51 am
<input checked="" type="checkbox"/> Re: I'm confused	MacKenty, Bill	Wed Sep 20 2006 9:55 am

[\[Click Here for Archives \]](#)

Note messages have time and date stamps.

If you click the [SHOW OPTIONS](#) tab, you will see a group of friendly little icons show up.

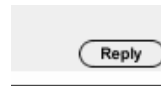
<input type="checkbox"/>	<input checked="" type="checkbox"/> I'm confused	Fink, Emily	Tue Sep 19 2006 10:51 am							
<input type="checkbox"/>	Re: I'm confused	MacKenty, Bill	Wed Sep 20 2006 9:55 am							

[\[Click Here for Archives \]](#)

These are icons to help you read, lock and remove messages. Note some of these options are only available for administrators.

Replying to messages:

Click the title of the message, and note the
Simply click reply, and you are all set!



reply button.

[COURSES](#) > TECHNOLOGY_INTEGRATION

- Announcements
- Course Information
- Staff Information
- Course Documents
- Assignments
- Communication
- External Links
- Tools
- Resources
- Course Map
- Control Panel

Author: Mayadas, Carolyn

Subject:

Message:

Options: Smart Text Plain Text HTML
 Post message as *Anonymous*

Attachment:

If you scroll down, you can see the message you are replying to:

The Message To Which You Are Responding

Current Forum: Computers 101
Date: Tue Sep 19 2006 10:51 am
Author: Fink, Emily <efink@hunter.cuny.edu>
Subject: I'm confused

...um, how does this stuff work?