Discussion Boards

Discussion Boards are threaded discussion forum tools in which students and instructors can post and reply according to topics over an extended period of time. There is one discussion board for the course that can be accessed in several ways. Group discussion boards are separate from the course discussion board.

Collect Discussion Board Threads:

1. Login to Blackboard 9.1.
2. Enter the course within which you want to work.
3. In the Control Panel, click on the Course Tools button, and then select Discussion Board from the list of tools. Click on the Course Discussion Board link, designated by the course ID or the name you assigned it, then click on the gray square icon located next to the forum’s name, and from the revealed drop-down menu, select Open.
   a. Or you can click on the Discussion Board link, designated by the course ID or the name you assigned it, then click on the forum’s name to open it.
4. Click the boxes next to each thread entry (and the replies) that you want to read together in order to check mark them.
5. Select the one of the two Collect buttons (one at the top of the list and one at the bottom).
6. The next page will list all the threads you chose in the order in which they appear in the forum. You can rearrange the order and sort them using the buttons near the top of the window:

   a. Sort by Date of Last Post, Author’s Last Name, Author’s First Name, Subject or Thread Order.
   b. Select Descending or Ascending Order.
7. When finished reading and replying, scroll down and click OK to return to the forum.