



Blackboard v 7.3 and 8 Discussion Boards

Roberta Sibulkin








**UTS Helpdesk
LRC-310
(508) 929-8856
On Campus: X 8856**

New Features-7.3



- Visual Text Editor in Apple Safari ,
Mozilla Firefox, and Vista
- Forum View - Search option
 - Click Search button to Hide/Unhide search options
or search current discussion board or all forums
in course.
- Tree / List View

RSIBULKIN_DEV COURSE2 (0000085) > CONTROL PANEL > DISCUSSION BOARD > COURSE DISCUSSIONS: TUTORING CENTER

 **Course Discussions: Tutoring Center** Tree View List View

 Thread
  Remove
  Collect
  Flag
  Clear Flag
  Mark Read
  Mark Unread
  Search

<input type="checkbox"/>	RS - How do I locate my final course grade?	Roberta Sibulkin	6/3/08 9:33 AM
<input type="checkbox"/>	RE: RS - How do I locate my final course grade?	Roberta Sibulkin	6/3/08 9:52 AM

 Refresh
  Select All

New Features-7.3

- Tree / List View
 - Tree - Expand All option at bottom of tree window opens all posts to forum threads
 - List View
 - Displays all posts
 - Posts can be opened to view all associated threads

New Features-7.3

- Post Tagging
 - Forum managers can apply text labels to forum messages.
 - » Instructor collects posts and adds labels.
 - Discussion board/forum users can search using text labels (tags).
- Allow Users to Reply With Quote
 - This option allows users to include original message text in replies to message (Enabled by default)

New Features-7.3

- Subscribe
 - Instructor can enable the subscribe to a forum/thread option
 - Students can subscribe to forum or thread.
- Student will receive email when new post is made to forum or thread
- Grading Options
 - Instructors can grade students on overall participation or on individual threads
 - If Grading is activated, new threads cannot be created.

Discussion Boards (Forums)



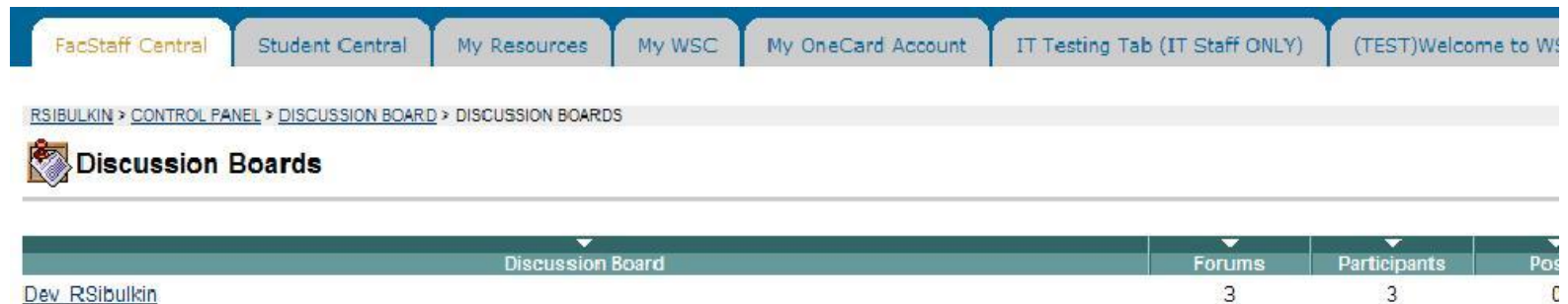
- A Discussion Board (Forum) enables threaded, asynchronous (not in real time) discussions to be held online.
 - Instructor initiates
 - » Conversations logged and organized
 - » Grouped into threads
 - » Main posting followed by related replies
 - Students must be enrolled in course
 - Recommended not to allow editing or removal of posts

Add a New Forum

1. Click the Control Panel. Under Course Tools, click Discussion Boards.

A link for the course shell appears

2. Under the Discussion Boards heading, click the link for the course shell in which you want to place the Discussion Board.



The screenshot shows the Blackboard interface. At the top, there is a navigation bar with links: FacStaff Central, Student Central, My Resources, My WSC, My OneCard Account, IT Testing Tab (IT Staff ONLY), and (TEST)Welcome to W. Below this is a breadcrumb trail: RSIBULKIN > CONTROL PANEL > DISCUSSION BOARD > DISCUSSION BOARDS. The main heading is "Discussion Boards" with a document icon. Below the heading is a table with columns: Discussion Board, Forums, Participants, and Pos. The table contains one row: Dev RSibulkin, 3, 3, 0.

Discussion Board	Forums	Participants	Pos
Dev RSibulkin	3	3	0


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Add a New Forum

3. Click the Add Forum button
4. Type the Forum's title and description
5. Under Forum User Settings, set desired privileges
Refer to guides found at <http://uts.worcester.edu>
beside the Blackboard heading.
 - Only faculty can administrator forums (at WSU)
 - Not recommended that students remove or modify own posts or post anonymously
 - Subscription option recommended (notifies the student by e-mail when new posts are made to a thread)
6. Click the Submit button

Discussion Board Page

RSIBULKIN DEVCOURSE2 (0000085) > DISCUSSION BOARD

 **Discussion Board**

 Forum New   Search

Display Order	Forum	Total Posts	Unread Posts	Total Participants				
1	Water Cooler Use this forum for casual discussions throughout the semester.	1	0	1	Modify	Manage	Remove	Copy
2	Online Learning Write a couple of sentences describing your current experience with online learning.	0	0	0	Modify	Manage	Remove	Copy
3	Tutoring Center Use this discussion board to comment on material that is giving you difficulty or is confusing.	0	0	0	Modify	Manage	Remove	Copy

[OK](#)

- New Feature
- Forum View - Search option
 - Click Search button to Hide/Unhide search options or search current discussion board or all forums in course.

Discussion Board Status Options

- Published - A post that has been submitted and approved, if necessary, by a moderator
- Hidden - A Thread that is locked and not visible by default. Users may view hidden threads by enabling the Display Hidden Threads feature.
- Unavailable - A thread that is hidden and inaccessible to all users except forum Managers.

RSIBULKIN > CONTROL PANEL > DISCUSSION BOARD > COURSE DISCUSSIONS:INTRODUCTIONS

 **Course Discussions: Introductions**

 Thread  Remove  Collect  Lock  Unlock Change Status to: Published Published Hidden Unavailable

Display Published Search After Jan 08 2008 Before Jan 08 2008

in Current Forum

Replying to a Post

1. Open Desired Discussion Board
2. Click Thread button
3. Type Subject
4. Type Message.
5. Attach file, if desired
6. Click Submit.

Potential Uses for Discussion Boards (Forums)



1. Instructor initiates question or topic

Student replies

- Some instructors request that students respond to other students posts.

Required participation helps ensure that all students participate.

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Potential Uses for Discussion Boards (Forums)



2. Faculty Response , “Topic Name”, or Tutoring Center Forum

Professor can provide clarification or feedback to student responses in one location rather than sending e-mail to each student. (Tutoring Center)

Individual e-mail should be limited to private or personal matters.

Potential Uses for Discussion Boards (Forums)



3. Tutoring Center

Students post questions about topics they find difficult or on which they would like clarification.

4. Water Cooler

Casual conversations among students (not faculty) throughout the semester.

Helps students get to know one another, similar to a “face-to-face” classroom

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Potential Uses for Discussion Boards (Forums)



5. Student groups can be created.

Separate discussion boards can be created for each group.

Reticent students can be placed in a group by themselves if the professor wants to view their comments and keep the discussion within the Course shell rather than private e-mails.





Creating a Group













1. Click the Control Panel button.
2. Under User Management, click Manage Groups.
3. Click the Add Group button.

1 Group Information

Name

Description

Normal 3 Times New Roman | **B** *I* U ~~S~~ | x_2 x^2 |    

Groups can be created with as many or few enrolled students as desired.

Under Group options, a Group Discussion Board, Group File Exchange, or Group Email can be activated by placing a check beside the options desired.

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Creating a Group



1 Group Information

Name

Description

Normal 3 Times New Roman | **B** *I* U ~~S~~ | x₂ x² | [List icons]

Groups can be created with as many or few enrolled students as desired.

Under Group options, a Group Discussion Board, Group File Exchange, or Group Email can be activated by placing a check beside the options desired.

4. Under Group Information, type a Group Name and Description.
5. Under Group options, a Group Discussion Board, File Exchange, or Email can be activated by placing a check beside the desired options. (*Virtual Classroom not recommended).
6. Click Submit and OK.

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Adding Users to a Group

1. Click the Control Panel.
2. Under User Management, select Manage Groups.
3. To the right of the desired group, click the Modify button.
4. Click Add Users to a Group.
5. Click the List All tab,
6. Click the List All button.
7. Under Add, place a check beside all of the users you wish to add to the selected group.
8. Click Submit and OK.

Assigning Access Level Control to a Discussion Board



1. Click the Control Panel.
2. Under Course Tools, click Discussion Board.
3. Under Discussion Boards, click the link for the Course shell or discussion board in which you want to assign participant access rights.

Discussion Board	Forums	Participants	Posts
Dev_RSibulkin	5	3	0
RS-Introduction	1	0	0

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Assigning Access Level Control to a Discussion Board



4. Click the Manage button to the right of the listed Forum/Discussion Board.
All group members will be listed.
5. Use the drop-down list beneath the Forum Role column to assign appropriate access to each group member.



Helpful Information

- Help Guides
 - Go to the UTS Web Site
<http://uts.worcester.edu>
 - Under Blackboard see Additional Guides
 - Click on desired link under the Blackboard heading.
- Quick Launch Banner (Light blue - top of page)
 - Click Center for Online Learning link
(Site created by Don Vescio)
 - Under For Faculty, click Best Practices...
 - Links Regarding Online Discussions