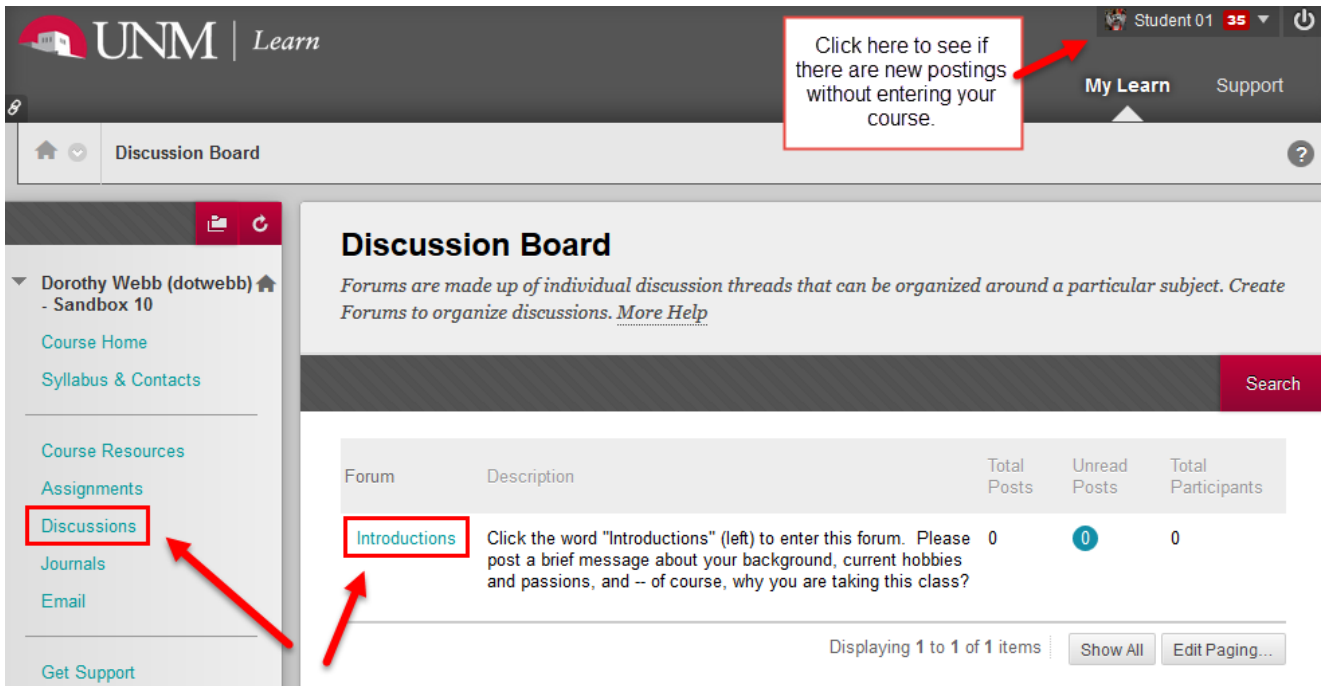# Posting & Replying in a Discussion Forum

Discussion Netiquette | Blackboard Intro to the Discussion Tool

Courses in Learn offer lots of flexibility, so they may be organized differently from one to the next. Ask your instructor if there is supposed to be a class discussion and you cannot find it.

1. Click to enter the **Discussion** area.

2. Click the **Forum** title (ex. "Introductions") to enter.   *NOTE – Sometimes you may not be able to see anyone else's posts until you have posted first. Be sure to read the instructions!*

3. Click **Create Thread** to start your post.

4. Enter a **Subject**, type the body of your post and click **Submit**!

Note: the text editing box where you type your post is a tool you will see often. Learn calls it the **Content Editor***.*
Here are some tips on how to use it: http://online.unm.edu/help/learn/students/pdf/student-content-editor.pdf

5. To **Read** and **Reply**, click the link to a particular post.

The screen for creating and replying to discussion threads will also let you attach ONE file (an image or Word doc or PDF or Excel spreadsheet, etc). Click Browse My Computer. Navigate to the file you want. Click Submit.

RELATED RESOURCES:

       Blackboard Help pages for Discussions

       Adding Media (Video) as Mashup (i.e. loading or creating video as part of your post).

       Adding an Image to Your Posting