

Setting up a Canvas Discussion Board

Using left navigation menu select '**Discussions**'. Select the '**+ Discussion**' button. The discussion form opens.

- A. Discussion Title
- B. Text field to enter the instructions for the discussion. Remember to use proper headers to breakout information & ensure accessibility.
- C. Student may attach file if needed.
- D. Options include:
 - Allow threaded replies
 - Users must post before seeing replies
 - Enable podcast feed
 - Graded
 - Allow liking
- E. Group Discussion. If selected another box will open for additional information.
- F. Grading Information
 - Points possible
 - Display Grade as
 - Assignment group
 - Peer Reviews - If selected another box will open for additional information
 - Assign

Additional options

Once a discussion is saved, in the upper right corner you can

- Publish or unpublish
- Edit
- Additional options (three dots);
 - Mark All as Read
 - Delete
 - SpeedGrader™
 - Add Rubric
 - Close for Comments
 - Send to . . .
 - Copy to
 - Share to Commons

