

Overview of Courses' Forums

How to add a forum to your course

1. Login to the course
2. Click **Turn editing on**
3. Click **Add an activity**. . . drop down and select **Forum**

Forum Types

Forum Type	When you want to . . .	What is it?
Standard forum for general use	Have an open discussion where students have the opportunity to start their own topic(s).	An open forum where any one can start a new topic at any time. This is the best general-purpose forum. (Example shown below)
A single simple discussion	Useful for short, focused discussions. You post a question and students respond.	A single topic, all on one page. (Example shown below)
Each person posts one discussion	Have students start a discussion about, say, their reflections on the week's topic, and everyone else responds to these.	Each person can post exactly one new discussion topic (everyone can reply to them though).
Q And A Forum	Encourage original and independent thinking in the responses.	Requires students to post before viewing other students' postings. After the initial posting, students can view and respond to others' postings.

Some text taken from <http://docs.moodle.org/>

Forum Settings

Force everyone to be subscribed?

When a person is subscribed to a forum it means that they will be sent email copies of every post in that forum (posts are sent about 15 minutes after the post was first written).

Participants can usually choose whether or not they want to be subscribed to each forum. You have option of forcing this subscription ("Yes, forever") or starting each forum with all participants subscribed but they can unsubscribe themselves at any time ("Yes, initially").

Read tracking for this forum?

If 'read tracking' for forums is enabled, users can track read and unread messages in forums and discussions.

Allow posts to be rated

Setting yes" allows you to assign grades to individual posts.

Post threshold for blocking

You can set a limit to the number of times a student posts in a single forum. You set the length of time to track the blocking, the number of messages they can post and the number of posts before they are warned they are nearing their limit.

Example- You want each student to be able to post exactly twice in a 5 day period. Set Time period to 5 days, post threshold for blocking to two and post threshold for warning to 1. After their initial post students will be notified of the limit.



Group Mode

If you have groups enabled in your course each group will get their own forum for posting.


Visible

Show - all groups can see other groups posts/discussions
 Hide- each group can only see their own posts/discussion

Example Standard forum for general use

Discussion	Started by	Replies	Unread ✓	Last post
Another New Topic	 Faker Fakerson	0	1 ✓	Faker Fakerson Fri, Feb 22, 2008, 12:02 PM
A new topic	 Faker Fakerson	0	1 ✓	Faker Fakerson Fri, Feb 22, 2008, 11:55 AM

Example Single simple discussion

 Example of simple discussion
 by [Faker Fakerson](#) - Tuesday, February 26, 2008, 11:00 AM

 Example Forum with read tracking turned on

 (Edited by [Tobias Gelston](#) - original submission Tuesday, February 26, 2008, 10:58 AM)

[Edit](#) | [Delete](#) | [Reply](#)

 Simple Discussion Reply
 by [Tobias Gelston](#) - Tuesday, February 26, 2008, 11:00 AM

 This is a reply. The post contents are displayed directly on the page.

[Show parent](#) | [Edit](#) | [Delete](#) | [Reply](#)