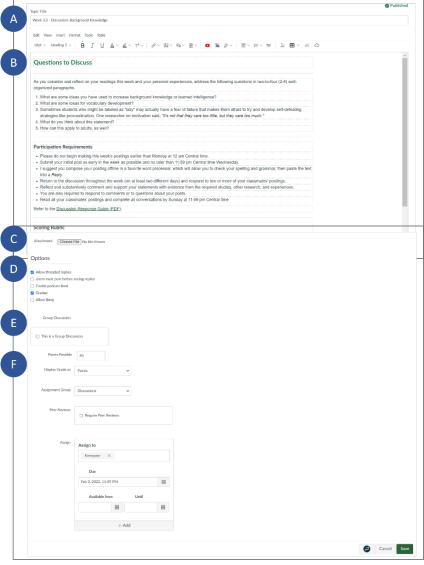


## **Setting up a Canvas Discussion Board**

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);
  - o Mark All as Read
  - o Delete
  - SpeedGrader
  - o Add Rubric
  - Close for Comments
  - o Send to ...
  - o Copy to ....
  - Share to Commons

