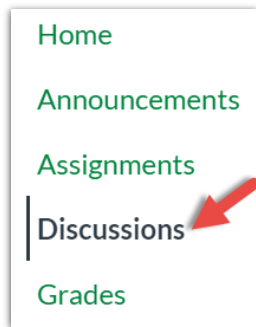



How to Implement Discussions

Whether you want students to answer guided prompts, ask you questions, or talk amongst themselves, below are the basics for getting a discussion started in your classroom.

Creating Graded Discussion Items

Graded discussions are most commonly used in remote courses when discussion is already baked into the face-to-face classroom.



- ☐ Click on the Discussions button in the left-hand course navigation.
 - ☐ Use the + Discussion button in the overhead navigation to create a new discussion item.
- 
- ☐ Apply appropriate settings to discussion criteria: options, points, availability, groups, etc.
 - ☐ Save and publish, by clicking on the button at the bottom of the screen, or simply save to publish later.
 - ☐ Find out more about [creating discussions](#) in Canvas.

Grading Discussions

You can grade and provide feedback on graded discussion submissions in SpeedGrader.

- ☐ Click on the Discussions button in the left-hand course navigation.
- ☐ Click on the title of the discussion you intend to grade.
- ☐ Click on the Options icon in the overhead navigation, and then the [SpeedGrader](#) link in the dropdown menu.
- ☐ Use the Student List to locate a student submission and view the discussion and replies.
- ☐ Enter a grade for the submission in the Grade field, or if you [added a rubric for the discussion](#), click the View Rubric button.
- ☐ Find out more about [grading discussions](#) in Canvas.

Creating Non-Graded Discussion Items (Instructor FAQ & Student Chat)

This is ideal for instructors that use less dedicated, intentional discussion time in their face-to-face courses:

- ☐ Click on the Discussions button in the left-hand course navigation.
- ☐ Use the + Discussion button in the overhead navigation to create a new discussion item.
- ☐ Apply appropriate settings to discussion criteria, however, *do not* select the graded option.
- ☐ Save and publish, by clicking on the button at the bottom of the screen, or simply save to publish later.

Additional Tips

- ☐ **Set clear rules for online engagement:** Preventative measures can and should be taken by you in order to mitigate their exposure to online harassment, discrimination, and hate speech. Reference the DSI-CLEAR [Online Communication Tips](#) link for more details.
- ☐ **Clarify your role and participation as an instructor:** Always be sure to let your students know how, and if you will be participating in class discussions.
- ☐ **Graded discussions matter:** The most tried and true method of motivating students to interact with one another is to give them graded points for their efforts.
- ☐ **Think about images and files:** Image-based question prompts in Canvas are not accessible unless you use alternative text to describe the image. Moreover, all files or attachments [should be accessible](#) for all students.