

# Discussion Board

## Compose message

Click here to create a new message. In the window that pops up, you will need to select which topic to place your message in.

## Search

Click here to search through all current messages. You will be presented with various criteria for your search.

## Topic settings

Here you can change how you view your discussion board.

WebCT Fall: September - December: LTRC 1A3: Introduction to WebCT myWebCT Log Out Help  
Resume Course Course Map

Control Panel View Designer Options

- Course Menu - Homepage > Discussions

Discussions

Compose message Search Topic settings

Click on a topic name to see its messages.

<input type="checkbox"/> Topic	Unread	Total	Private	Anonymous	Locked
<input type="checkbox"/> Main	5	13	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Notes	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Feedback	2	11	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> General Discussion	3	7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Group1	0	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Private Discussion	0	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Test	0	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Mon	0	3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> -- Mon: T. Bastedo	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> -- Mon: S. Bastedo	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Week 1	5	9	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> My birthday list	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>All</b>	<b>15</b>	<b>44</b>	Update		

**Actions**  
 indicates a selection is required from the main frame.  
 indicates multiple selections are allowed.

**Use Discussions Wizard**

**Options**

Create topic

Rename topic:  Go

Manage members

Delete topic

Delete all messages from the selected topic.

Delete messages

**Organize**

Move item up by:  Go

Move item down by:  Go

## Options

### Create topic

Click to create a new topic

### Rename Topic

Select a single topic first, then type in the new name and click Go

### Manage members

Select a *Private Topic* first, then click here to select which students will have access to the topic.

### Delete topic

Select one or more topics that you wish to delete.

### Delete messages

Delete all of the messages in a topic, but the topic remains.

## Organize

Here you can change the order in which your topics are displayed.

<b>Topic</b>	List of current Topics in your discussion board
<b>Unread</b>	Number of messages you have yet to read.
<b>Total</b>	Total number of messages in a Topic
<b>Private</b>	Check if you only want a certain set of students to view this topic.
<b>Anonymous</b>	Check if you don't want your students to know who wrote the messages in that topic
<b>Locked</b>	Check if you want students to view the topic, but not add any messages.