Participating in Discussions

Discussions are often a vital component of an online course. For assistance participating in discussions, read below.

1. From the NWFSC Homepage – www.nwfsc.edu – click Distance Learning.

2. This will bring you to the Learning Technologies homepage for NWFSC. Click on the Desire2Learn icon on the right side of the screen.

3. The next screen accessed is the eLearning homepage. Type in your Username and Password for D2L.
In the *Discussion* area, you can write and respond to messages within the class, ask a question to the entire class and view all the class responses. Instructors may post topics in which a class response is requested.

1. From the *Course Home* page, on the Navigation bar, click *DISCUSSIONS*. The *Discussion* page appears.

2. From the *Discussion Topics* list, click a topic.

**Adding a New Message**

1. Click *ADD MESSAGE*.

A form to compose your message appears in the *Preview* pane.

2. Complete the form as appropriate.

3. Click *SUBMIT*.

**Reading a Message**
1. Click the subject of the message. The message appears in the *Preview* pane.

   ![Image](image.jpg)

   **RePLYING TO A MESSAGE**

   1. In the lower frame for the message you are viewing, click **REPLY**.

   The message is replaced with a reply form.

   2. Complete the form as appropriate.

   3. Click **SUBMIT**.

   **Options for Viewing Discussions**
Threaded When messages are viewed as threaded, they appear in the order of their posting date for the thread. Replies to messages are indented under the message to which they are replying.

Not Threaded When messages are viewed as unthreaded, replies are not indented but appear flush with all other messages. They are sorted by date, regardless of whether the message is a reply or an original post.

All Messages All messages are displayed, either read or unread.

Unread Only Only messages that have not been read are displayed.

Flagged Only Only messages that have been flagged for importance are displayed.