



FORUM ACTIVITY IN MOODLE

Forum Type: A SINGLE SIMPLE DISCUSSION

A single topic discussion developed on one page. Students will see the text you have placed in the Forum introduction setting as the first post of the discussion. Below you will find the replies that have been posted.

Best use: for short focused discussions.

Reply to an one discussion forum.

1. Forum name
2. Forum description
3. Click on **Reply** to a forum discussion

The screenshot shows a Moodle forum titled "Class Takeaways". Below the title is a dropdown menu set to "Display replies flat, with oldest first". The forum post is by Roman Barba, dated Friday, September 18, 2015, 3:40 PM. The post content is "Post your takeaways from this class". At the bottom right of the post, there are links for "Permalink", "Edit", and "Reply".

Note: single Simple discussion forum cannot be used for Separate groups

Forum Type: EACH PERSON POSTS ONE DISCUSSION

Each person can post exactly one new discussion topic (everyone can reply to them though)

Best use: to start a discussion about students' reflections on weekly course topic.

Add a new discussion one discussion forum.

1. Forum name
2. Forum description
3. Add a new discussion topic.

The screenshot shows a Moodle forum titled "Share your thoughts". The forum description is: "In this forum I want you to share your thoughts about this class. You can build on each other thoughts. I encourage you to look into this course and to share your innovative ideas." Below the description, it says "This forum allows each person to start one discussion topic." At the bottom, there is a button labeled "Add a new discussion topic".

Reply to a forum discussion.

1. Click on the **Discussion** name or the number of **Replies**.
2. Click on **Reply**.

Share your thoughts

In this forum I want you to share your experiences with this class.

Discussion	Started by	Replies	Unread	Last post
Great to be online!	Roman Barba	1	0	Roman Barba Fri, Sep 18, 2015, 4:44 PM

The screenshot shows a forum post titled "Great to be online!" by Roman Barba, dated Friday, September 18, 2015, 4:43 PM. The post content is: "It is a great opportunity to be in comfort and work effectively."

Permalink | Edit | Delete | Reply





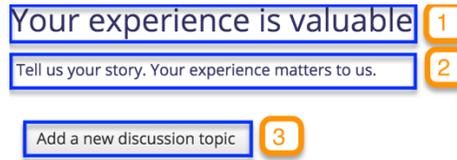
Forum Type: STANDARD FORUM FOR GENERAL USE

An open forum where anyone can start a new topic at any time.

Best use: for large discussions that you intend to monitor/guide or for social forums that are student led.

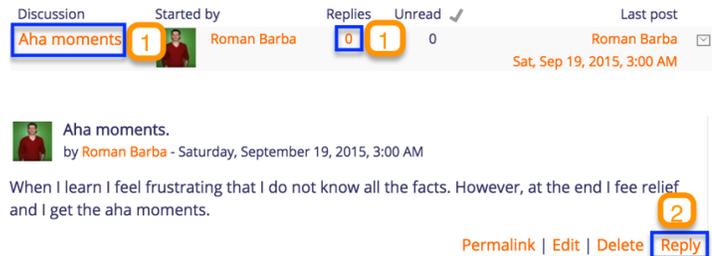
Add a new discussion to a forum.

1. Forum name
2. Forum introduction
3. Add new discussion topic.



Reply to a forum discussion.

1. Click on the **Discussion** name or the number of **Replies**.
2. Click on **Reply**.



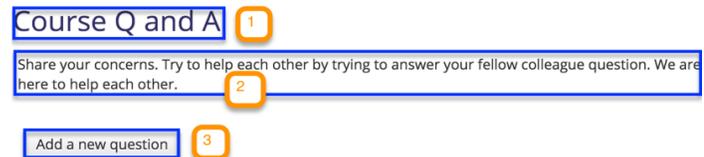
Forum Type: QUESTION AND ANSWER FORUM

In this forum teacher poses a question and students try to give an answer. Students must submit their answers before viewing others postings.

Best use: when you have a specific question that you wish to have answered.

Add a question to Q and A forum.

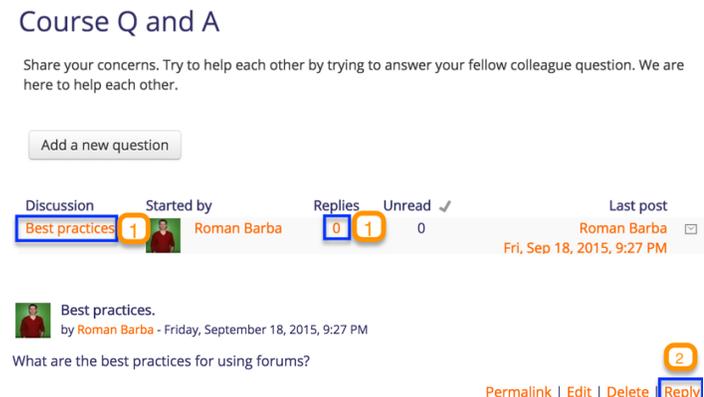
1. Forum name
2. Forum description
3. Add new question



Note: Students do not see the Add a new question button in the Q & A forum. If you wish students to be able to add new questions, they need to be given the capability mod/forum:addquestion

Reply to a forum discussion.

1. Click on the **Discussion** name or the number of **Replies**.
2. Click on **Reply**.





Forum Type: STANDARD FORUM DISPLAYED IN A BLOG-LIKE FORMAT

It allows students to start their own discussions. Each discussion is displayed as in a blog, so that users can read it and then choose to respond by clicking the "Discuss this topic"

Best use: for large discussions that you intend to monitor/guide or for social forums that are student led.

1. Forum name
2. Forum introduction
3. **Add new topic** to a forum
4. **Discuss this topic.**

The screenshot shows a forum titled "Collaboration" (1). Below the title is an introduction: "Follow your colleagues' postings and share your opinion." (2). There is a button "Add a new topic" (3). A post by "Great Team" by Roman Barba is shown, with a "Discuss this topic" button (4) and "0 replies so far".

Forum Type: NEWS FORUM

It is a special type of forum that is automatically created with a new course and has all participants in a course subscribed to it.

Best use: for general announcements, such as exam dates, times or changes to exams, lectures or seminars, as well as important information about course work throughout a term or special announcements relating to events.

Add a new topic to News forum.

1. Choose a specific name for News forum
2. Forum description
3. **Add a new topic** to a forum
4. **Discuss this topic.**

The screenshot shows a "News forum" (1) with the description "General news and announcements" (2). There is an "Add a new topic" button (3). A discussion titled "Welcome to our course!" (1) is shown, started by Roman Barba, with 0 replies and 1 unread message. Below the discussion is a post by Roman Barba: "Hello All, We are happy to have you here..." (2). There is a "Reply" button (2).

Reply to a forum discussion.

1. Click on the **Discussion** name or the number of **Replies**.
2. Click on **Reply**.





SUBSCRIPTION HINTS

- Force subscription is good to use only on forums where you are the only one posting (e.g. News forum), because you monitor the amount of email for your students. If you want your students to get all the important posts at the start of the teaching period, you can use Auto subscription - allowing them to opt out when they're ready.
- Students can choose not to be notified or to have all email sent once a day in a digest contain either all posts or simply the subject headings **Dashboard>Preferences>User account>Forum preferences**.
- Check who is or is not subscribed to a forum and or remove from the subscribers list by going to **Administration>Forum administration>Show/Edit current subscribers**.

Source: All screenshots from this document were retrieved from <https://learn.moodle.net/> Moodle 2.9 version in September, 2015.

For more information, see the following resources.

Moodle Docs: https://docs.moodle.org/29/en/Forum_settings;
https://docs.moodle.org/29/en/Using_Forum;
https://docs.moodle.org/29/en/Forum_FAQ;
<https://moodle.org/mod/forum/view.php?id=41>.

YouTube video:

https://youtu.be/GCYfvMEUtLM?list=PLxcO_MFWQBDebq7Jly4p0s85GeAGRvQDk

