

# Using the Discussion Board



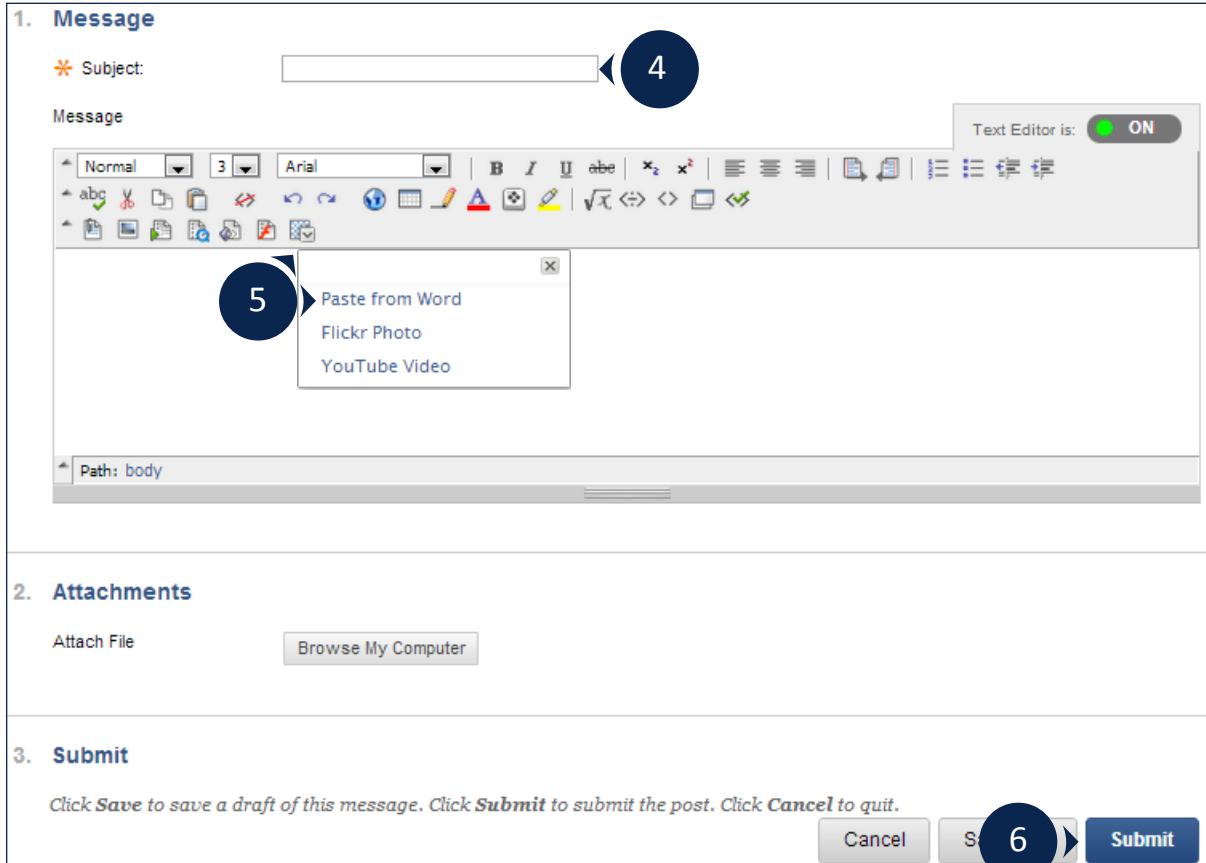
1. Click on the Discussion Board.
2. In the Discussion Board area, click on a Forum to open it.

Forum	Description	Total Posts	Unread Posts	Total Participants
Course Community Center	This is a place for student fellowship outside of class work. Prayers, encouragements, praise, etc. can be posted here.	0	0	0
Class Introductions (Module 1)	Introduce yourself to the class, explaining where you are in your academic program and what your professional goals include. In one or two sentences, explain one area of communication that you would like to personally improve in.	0	0	0

3. Next, you will need to create a thread in order to share information with your instructor and classmates.



4. Next, provide a subject for your thread.
5. You may type your post into the text box, or use the Paste from Word tool.  
Note: Do not paste material directly from Word into the text box.

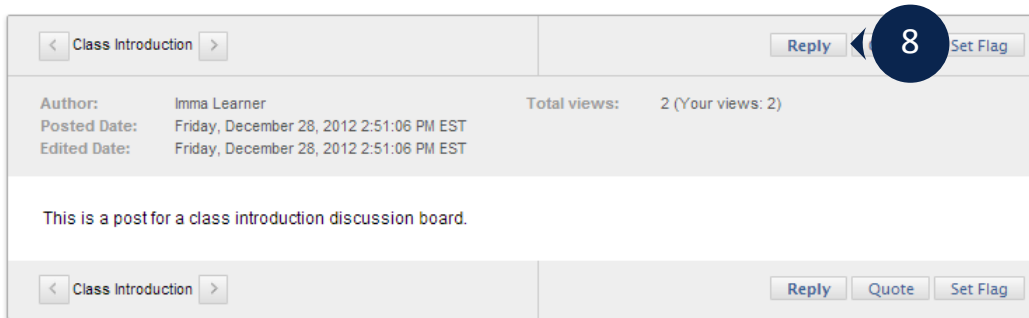


6. Then, click submit.

7. After you have created your thread, you might want to interact with a fellow student. You can find your classmates' posts in the Discussion board, in the same area where you created your thread. Click on a thread to open it.

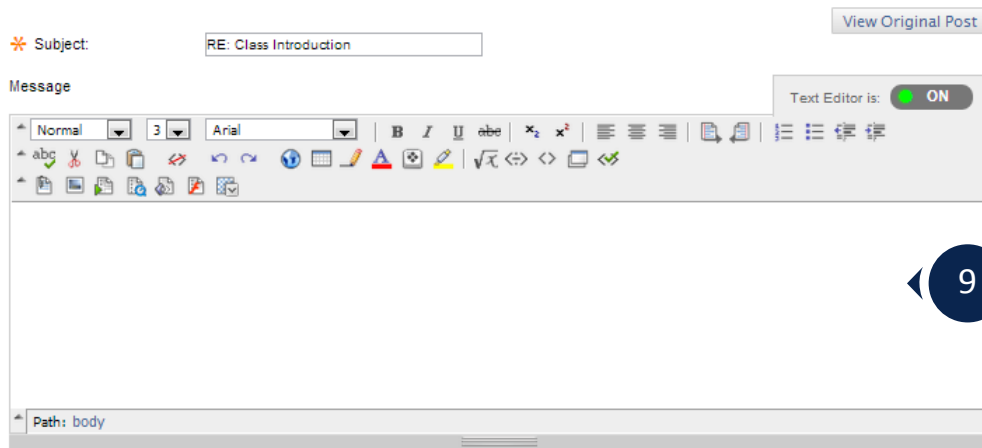


8. Inside of your classmate's thread, click the Reply button.



9. Again, you may type your post into the text box, or use the Paste from Word tool.  
10. Click Submit.

#### 1. Message



#### 2. Attachments



#### 3. Submit

Click **Save** to save a draft of this message. Click **Submit** to submit the post. Click **Cancel** to quit.

