

Student Directions Using the Discussion Board/Chat

The Discussion/Group area is for answering threaded discussion. In Educator, Discussion Boards are located inside of “Groups” that your instructor has created. Each Group formed automatically has its own **threaded discussion board**, a **synchronous chatroom** and a **Group Folder** area for the Group members.

There are three types of communication activities that take place within a Discussion Board:

1. **Posts** – Initial branch or question for the discussion
2. **Replies** – a reply to the **main** question
3. **Subthreads** – This is reply to a reply – created by using the Create a Subthread Link

You can view the Discussion Groups in three ways:

1. **Linear View** – This is the default view. Each question is listed one right after the other and you can read each reply. This is the quickest way of scanning all of the replies, but it can be difficult to reply to individuals.
2. **Threaded View** – Most common view of discussion boards. You view a split screen – viewing the posts (but not the content of the posts) on the left and the main questions (first posting) on the right side of the screen. This is the easiest way to reply to a question, but you cannot scan each reply as you can in the Linear View.
3. **Roundtable View** – This view lists the replies by individuals, listing the instructor first. You can quickly locate any individual student’s reply in this view.

Posting to a Discussion Group

1. Click on the **Discussion/Group** navigation area. You will see something similar to the picture below. Each Discussion Group in the course will be listed. In the picture below, there are two Discussion Groups.

User: Test Student
In Course: Advanced Web Design (CS 372)
Instructor: [Linda Ehley](#)

CS 372 Activity Groups			
Group Name	Subject	Topics	Users
All Students	white space Last Update: Wed Sep 11 08:59:10 2002 1 Unread Items	4	All
All Students	Area to Share Files Last Update: Mon Jul 15 11:39:21 2002 2 Unread Items	1	All

2. To reply to a discussion question, click on the underlined group name (in my case – **All Students** – notice that both groups are named All Students – but each has a Subject area to differentiate them). You will see something similar to the picture on the next page.

Notice that you can switch between Discussion Groups by pulling down the **Location** selection. All discussion Groups will be listed and you can easily switch from one to another. Also notice that the default view is **Linear**.

User: Test Student
 In Course: Advanced Web Design (CS 372)
 Instructor: [Linda Ehley](#)

Posted by	Subject	Posts
Linda Ehley	white space Last Modified: Mon Jul 15 10:22:24 2002	4

Location:

Message Viewing:

Make default Viewing

- Let's change the default view to **Threaded**. To change the view, click on the triangles in the **Message Viewing** area and select **Threaded** and click **Go**. The split screen view will open up and you can see the Question (first post) and all of the replies under it.

4.

Location:

Message Viewing:

Make default Viewing

This Activity Section is open to the entire class.

[NewMessage](#) [Group Chat](#)

[View as Linear](#) [View as Roundtable](#)

[Leave](#) [Group files](#)

[white space](#) posted by [Linda Ehley](#) Tue Apr 30 08:57:33 2002

[Re: white space](#) posted by [Linda Ehley](#) Tue Apr 30 09:18:12 2002

[Re: white space](#) posted by [Linda Ehley](#) Mon Jul 15 09:59:21 2002

[Re: white space](#) posted by [Linda Ehley](#) Mon Jul 15 10:22:24 2002

- To see the question, click on the underlined subject (in the picture below that would be **white space**). After you have clicked on the subject, you will see the message on the right and can reply to it by clicking on the **Reply Button** . The right side of the screen will show the question and have a box for you to type in your answer. You can type your answer in the box, clicking **Submit** when you are finished.

[white space](#) posted by [Linda Ehley](#) Tue Apr 30 08:57:33 2002

Go to the Alverno College home page and evaluate the page based on the design principle of active white space.

Make sure you give evidence to support your statements.

Enter your reply:

Spell Check

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6. After you click **Reply**, you will see your posting on the left side of the screen and your message on the right side of the screen.



7. Notice that you have the ability to **Remove, Modify Reply and Subthread** to this post. The first three are self-explanatory. **Subthread** is the choice you use if you want to **reply to a reply**. Let's say I was another student and had clicked on Test Student's reply. I want to say something to her about her post. In that case, I click on the **Subthread Button**. Again, you will see the question and have a box to type in our reply. This time, however, when you click on the **Submit Button**, the reply will be indented under the question.



8. If you want to scan all of the replies to a question, you can click on **View as Linear Button** [View as Linear](#). You would see all of the response to the question on after another – like the picture on the next page. If you want to reply to a specific post – click the **Form a Subthread Link**.

User: Test Student
In Course: Advanced Web Design (CS 372)
Instructor: [Linda Ehler](#)

This Activity Section is open to the entire class.

Initial Message

Subject: white space
Posted by [Linda Ehler](#) Tue Apr 30 09:57:33 2002.
Message: Go to the Alverno College home page and evaluate the page based on the design principle of active white space.

Make sure you give evidence to support your statements.

The following replies have been posted:

Posted by [Linda Ehler](#) Tue Apr 30 09:18:12 2002.
Message: Alverno's use of active white space follows the design principle. The white space is located evenly throughout the screen and provides even spacing for the text.

FORM A SUBTHREAD

Posted by [Linda Ehler](#) Mon Jul 15 09:59:21 2002.
Message: This reply to check my email notification.

FORM A SUBTHREAD

Posted by [Linda Ehler](#) Mon Jul 15 10:22:24 2002.
Message: This is a test of the notification system.

FORM A SUBTHREAD

Posted by [Linda Ehler](#) Thu Oct 31 11:03:17 2002.
Message: I think the Alverno home page makes good use of white space. Text and graphics are spread out and there is ample space between all of them.

MODIFY OR REMOVE POST

1 SUBTHREADS

REPLY TO THIS MESSAGE

NEXT THREAD

9. To reply to the main message (first post) click on **REPLY TO THIS MESSAGE**. To reply to any other threads – click on **Next Thread**.

10. Click the View as **Roundtable** button. The Roundtable mode allows you to see individual users and the messages they posted. This is useful if you are looking for a post from a particular person.

This Activity Section is open to the entire class.

New Message	Group Chat
View as Linear	View as Threaded
Leave	Group Files

User	Activity
Bob Jones	Welcome Wed Jul 24 10:15:21 2002
	Re: Welcome Sun Nov 3 15:38:43 2002
	Re: Re: Welcome Sun Nov 3 15:38:52 2002

11. To leave a roundtable or threaded discussion area, click the underlined **Leave** in the navigation box.

12. You can also enter a group chat based on the discussion question. This chat area is only opened to **members of the group**. You will see a screen similar to the following:

mygroup Chat
Content is updating ("blinks") every 6 seconds

[Daniel Gomoll](#): What about the test?
[Daniel Gomoll](#) has just entered the chatroom.
[Daniel Gomoll](#) has just left the chatroom.
[Daniel Gomoll](#): Did you get the research done?
[Daniel Gomoll](#) has just entered the chatroom.

[CLICK HERE](#) to update list of who you can send messages to.
[View Entire Conversation](#)

mygroup Members	
Username	Name
This group is open to the entire course	

13. Type the message you want to send in the text box at the top of the screen. When you click **Post Message** you will see your message appear on the right. Everyone else in the chat room will see this message as well. Chat rooms are useful for having “conversations” online. You can communicate almost instantaneously with someone else in the chat room. Keep in mind that the most recent message is on top. To read a conversation you will need to read it from the bottom up.