



Discussions

Discussions allow for interactive communications between students, TAs and faculty in Canvas which will increase student engagement. Users can converse with the whole class or specific groups. Faculty can set discussions to be graded or they can simply be a place for conversations. Discussions can now be section specific so that they can be limited.

Discussion Board Categories

The Discussions page in Canvas is organized into three main areas.

1. Pinned Discussions

These are discussion boards that you want your students to see at the top of their page. Pinned discussions can be arranged in any order and will stay in that order regardless of when they were created or replied to. Students will only see this section heading if there are discussion boards within this section.

2. Discussions

A list of current discussions boards for the course. Discussion boards with replies are ordered by most recent activity, so the boards with the most recent reply appears at the top of the list and the board with the oldest reply appears at the bottom of the list. New boards or boards with no replies are ordered by creation date.

3. Closed for Comments

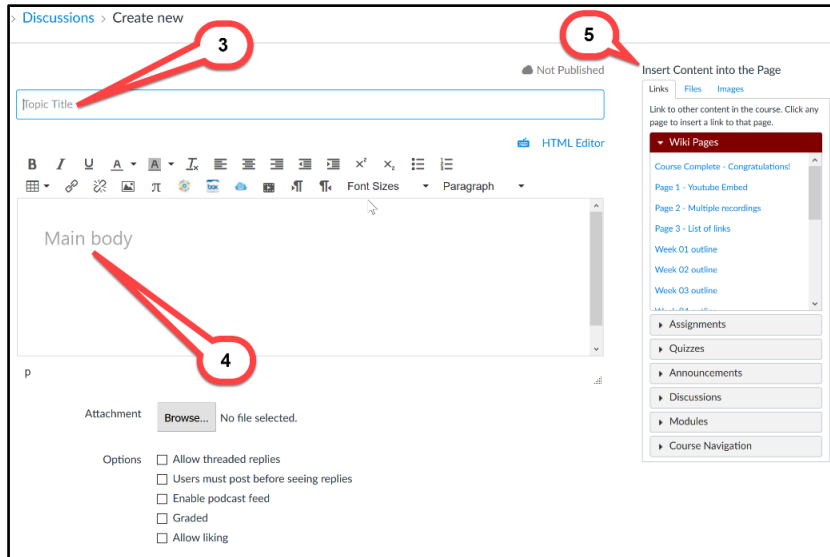
These discussions have been manually closed for comments, or the discussion is past the available from/until date. These discussions are only available in a read-only state. Closed for comments discussions are also ordered by most recent activity. Students will always see this section heading, even if there are no discussions within this section.

Tips and Notes

TIP: To move a discussion from one category to another just drag and drop it. It's as simple as that!

Creating Discussions

1. In the Course Navigation menu, click the **Discussions** link.
2. Click the **Add Discussion** button.
3. In the Title field, create a descriptive title for your discussion.
4. Enter your discussion prompt in the main body of the Rich Content Editor; you can also add links, files, and images to the discussion using the tools menu.

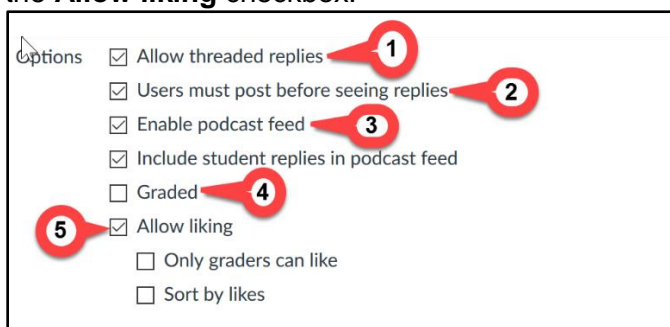


MORE INFO: For detailed steps on creating discussion boards please visit: **What are Discussions?**
<https://community.canvaslms.com/docs/DOC-10727-67952724152/>

Understanding Discussions Options

By default, discussions are created as focused discussions. This means that students will only be able to reply to the original discussion prompt.

1. To allow students to reply to each other's posts, you will need to create a threaded discussion by clicking the **Allow threaded replies** checkbox.
2. To encourage original student responses, click the **Users must post before seeing replies** checkbox. This requires users to reply to the discussion prompt before they can see other student replies.
3. If you want this discussion to be graded, click the **Graded** checkbox. More options will appear to allow you to set grading options such as **points possible, display grade as, and due date**.
4. You can allow students to like a reply in a discussion. To enable this, click the **Allow liking** checkbox.



MORE INFO: For detailed steps on creating assignments for grading please review the **ASTS Assignments Handout**
<https://uchicago.box.com/s/hymxt2a715e0a4hjuqj17cn6nei2yl6d>

TIP: One way to increase student engagement is to allow students to like discussion replies. This will allow the author to see the total number of likes.

- If needed, you can set a time frame for students to view this discussion by entering dates for **Available From** and **Until**.

Available From

Until

- To set a due date, enter the date and time that the graded discussion is due.

Due

Mon May 8, 2017 11:59pm

- If you want to create a draft of your discussion and publish it later, click the **Save** button. If you are ready to publish your discussion, click the **Save & Publish** button.

TIP: If due dates for discussions don't matter, then save time by leaving it blank.

TIP: When your discussion is saved in a draft state, you can return to the page and publish it at any time by clicking the **Publish** button.

WARNING: After a student has submitted to the discussion, some settings cannot be changed and will be grayed out.

Editing Discussions

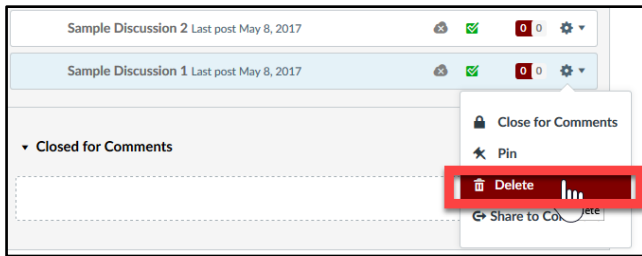
You can easily edit a discussion you've already created.

- In the Course Navigation menu, click the **Discussions** link.
- Click the title of the discussion.
- Click the **Edit** button.

- Edit the text in the Rich Content Editor. You can also change the discussion options you set earlier.
- Click the **Save** button.

Deleting Discussions

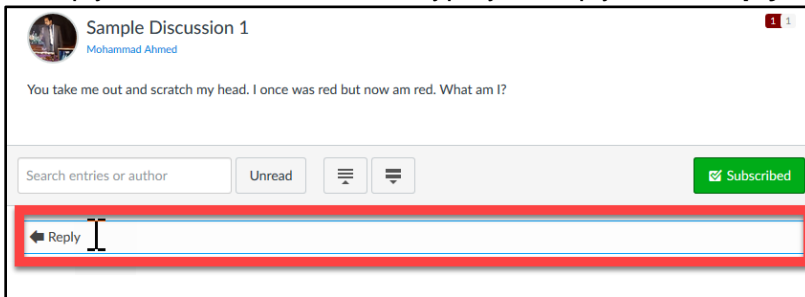
- In the Course Navigation menu, click the **Discussions** link.
- Click the **Settings** icon next to the discussion you want to delete.
- Click the **Delete** link.



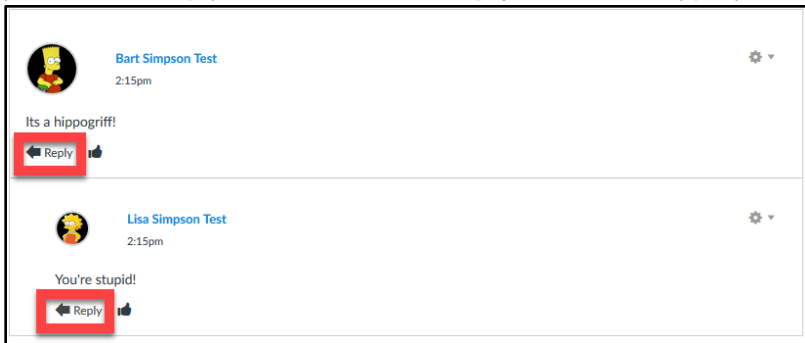
Replying to Discussion Posts

To reply to any discussion post or comment:

1. In the Course Navigation menu, click the **Discussions** link.
2. Click the title of the Discussion.
3. To reply to the main discussion, type your reply in the **Reply** field.



4. To reply to a threaded discussion comment by another student, locate the post you want to reply to and click the **Reply** icon. Then type your message.



Group Discussions

If you have set up student groups in your course, you can assign group discussion assignments. A group discussion assignment creates an identical discussion board for each group of students. When students reply to the discussion board it is within their group environment, which is linked to the main course. Create your discussion by utilizing the following options:

1. Click the **"This is a Group Discussion"** checkbox.
2. To select an existing group set, click the **Group Set** drop-down menu and select a group.
3. To create a new group category, click the **New Group Category** button.
4. To make your discussion available on a specific date or during a specific date range, enter the dates in the **Available From** and **Until** fields. This will apply to all of the groups.

Tips and Notes

MORE INFO: For detailed steps on replying to students please visit: *How do I reply to a discussion as an instructor?*
<https://community.canvaslms.com/docs/DOC-10125-415250010>

MORE INFO: For detailed steps on creating student groups please visit: *What are Groups?*
<https://community.canvaslms.com/docs/DOC-10717-67952724469>

MORE INFO: For detailed steps on creating group discussions please visit: *How do I create group discussions in a course?*
<https://community.canvaslms.com/docs/DOC-10366-415264224>

MORE INFO: For detailed steps on graded group discussions please visit: *How do I assign a graded discussion to a course group?*
<https://community.canvaslms.com/docs/DOC-10330-415249999>