

Discussion Forums

To add a discussion forum, first turn editing on. Click “Add an activity or resource” in the area in which you want to add the forum. Select Forum and click Add.

The screenshot shows the 'General' tab of a Moodle forum creation form. It includes a 'Forum name*' field with the text 'Online Activity 1-1: Introduction Discussion Forum'. Below it is a 'Description*' field with a rich text editor containing instructions and a list of questions. At the bottom, there is a 'Display description on course page' checkbox and a 'Forum type' dropdown menu set to 'Standard forum for general use'. Five numbered callouts (1-5) point to specific elements: 1 points to the forum name field, 2 points to the description field, 3 points to the subject line instructions, 4 points to the 'Display description on course page' checkbox, and 5 points to the 'Forum type' dropdown menu.

1. Enter the name of the forum that you want students to see on the main course page.
2. The text you put in the forum introduction, will appear at the top of the list of messages in the forum. People will also be able to read the text you put in the forum introduction when they are posting a new discussion topic. This makes the forum introduction a good place to put the specific instructions to students about how to use the discussion forum.
3. I recommend that when you give students instructions, you clearly indicate whether they should start a new discussion topic or reply to an existing topic. If you want them to create a new discussion topic, I recommend that you include instructions of what they should put in the subject line of the post.
4. Select the type of forum you want to use. For most purposes the standard forum for general use will work just fine.
5. To read a brief description of the various forum types click the circled question mark.

One of the advantages of using the discussion forum is the ability to grade students' postings. The default is to not grade messages. If you do want to grade students' posts, click Ratings to see the options. Under aggregate type, change "no ratings" to the way you want to have ratings for individual messages combined into the grade for that discussion forum. You can see the list of "Aggregate types" by clicking the question mark in the circle.

Aggregate type ✕

The aggregate type defines how ratings are combined to form the final grade in the gradebook.

- Average of ratings - The mean of all ratings
- Count of ratings - The number of rated items becomes the final grade. Note that the total cannot exceed the maximum grade for the activity.
- Maximum - The highest rating becomes the final grade
- Minimum - The smallest rating becomes the final grade
- Sum - All ratings are added together. Note that the total cannot exceed the maximum grade for the activity.

If "No ratings" is selected, then the activity will not appear in the gradebook.

Set the number of points you want students to be able to earn in this discussion forum.

Online discussions are much easier to participate in if everyone in the class is reading and posting messages within the same span of days. Therefore Scholar allows you to set a range of dates during which posts need to be made in order to be graded. Students who do not post messages within that timeframe, cannot earn the points. If you want to make use of this feature, just check the box and set the dates.

Scroll to the bottom and click "save and return to course."

Using Forums for Individual Journals

Overview

1. Create groups so that each group has only one student. Be sure to put all those groups into a grouping
2. Create/edit a forum so that it uses groups and that specific grouping

Warning: You must use Groupings as well as Groups for everything to work correctly.

Creating Groups of One in Scholar

1. From the Course Administration menu, click on “Users” so that you can see the options within that category. Click on “Groups.”
2. Click the button “Auto-create groups”
3. Next to “Specify,” change “Number of groups” to “Members per Group”
4. Type 1 next to “Group/member count”
5. Next to “Create in grouping,” change “No” to “New grouping”
6. Enter a Grouping name such as Individuals
7. Click “Submit”



Auto-create groups

Select

members from role

Specify

Group/member count*

Naming scheme*

Create in grouping

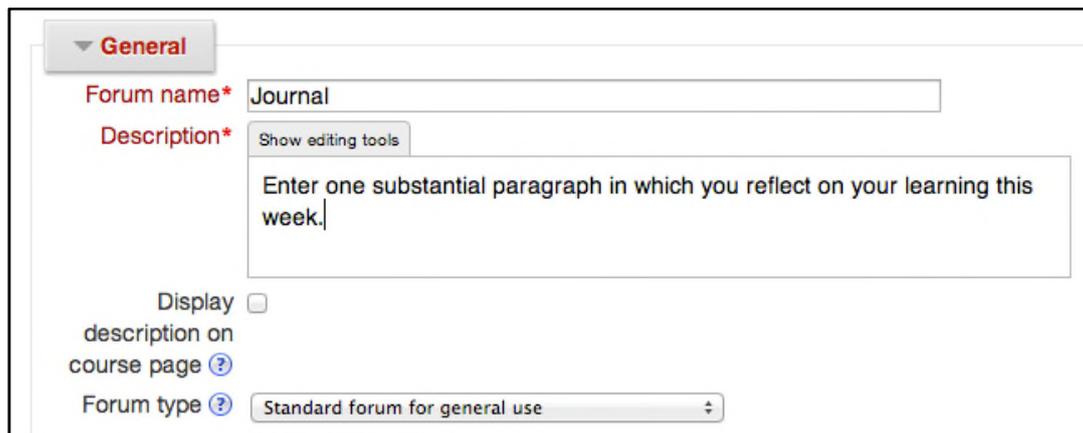
Grouping name

[+ Show more...](#)

Consider editing each group to change the generic labels (e.g., Group A) to the name of the student in that group.

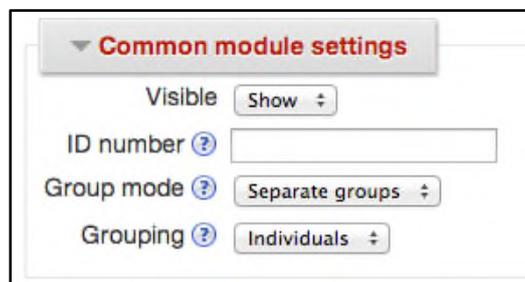
Setting Up the Forum to use that Grouping

1. Turn editing on
2. Click “Add an activity or resource”
3. Select “Forum” and click “Add”
4. Enter a title and description for your forum



The screenshot shows the 'General' settings for a forum. The 'Forum name*' field contains the text 'Journal'. The 'Description*' field contains the text 'Enter one substantial paragraph in which you reflect on your learning this week.' There is a 'Show editing tools' button above the description field. Below the description field, there is a 'Display description on course page' checkbox which is currently unchecked. At the bottom, the 'Forum type' dropdown menu is set to 'Standard forum for general use'.

5. Click on “Common module settings” to see the options beneath that heading
6. Next to “Group mode,” change “Visible groups” to “Separate groups”
7. Next to “Grouping,” change “None” to the name of the grouping you created earlier



The screenshot shows the 'Common module settings' for a forum. The 'Visible' dropdown menu is set to 'Show'. The 'ID number' field is empty. The 'Group mode' dropdown menu is set to 'Separate groups'. The 'Grouping' dropdown menu is set to 'Individuals'.

8. Click “Save and return to course”

Additional Forum Options to Consider

Goal	Heading	Settings
Grade the entries		<p>Aggregate type – Select the option that reflects how you want to grade</p> <ul style="list-style-type: none"> • No ratings – No grade is given • Average of ratings - The mean of all ratings • Count of ratings - The number of rated items becomes the final grade. Note that the total cannot exceed the maximum grade for the activity. • Maximum - The highest rating becomes the final grade • Minimum - The smallest rating becomes the final grade • Sum - All ratings are added together. Note that the total cannot exceed the maximum grade for the activity. <p>Scale – Set the number of points you want the forum to be worth. Only the digits between 1 and 100 will result in grades that are included in students’ course grade.</p>
Grade only entries posted by a specific date		<p>Check the box and then select the desired dates</p> <p>Restrict ratings to items <input checked="" type="checkbox"/></p> <p>with dates in this range:</p> <p>From <input type="text" value="15"/> <input type="text" value="August"/> <input type="text" value="2014"/> <input type="text" value="14"/> <input type="text" value="25"/> </p> <p>To <input type="text" value="15"/> <input type="text" value="September"/> <input type="text" value="2014"/> <input type="text" value="14"/> <input type="text" value="25"/> </p>
Show word count		<p>Display word count – Change “no” to “yes”</p> <p>This will <i>not</i> show students the word count while they are typing. It will show the word count along with the message after it has been posted. Students have 30 minutes from the time they first post a message to edit it, so if the word count is too low, students can edit and add to the post.</p>

Q and A Forum

This type of forum forces students to post their own response before they can read anyone else's response.

Warning: You need to post a message containing the discussion question and have students reply to that. If students click "Add a new question" instead of replying to the question you have posted, everyone will be able to read the response.

Setting Up a Q&A Forum

1. Turn editing on
2. Click "Add an activity or resource"
3. Select "Forum" and click "Add"
4. Enter a title and description for your forum
5. Change "Forum type" from "Standard forum for general use" to "Q and A forum"



The screenshot shows the 'General' settings for a forum. The 'Forum name' field contains 'Reflection over Reading #1'. The 'Description' field contains 'Reply to the message posted below.' There is a 'Show editing tools' button above the description field. Below the description field, there is a 'Display description on course page' checkbox which is unchecked. At the bottom, the 'Forum type' dropdown menu is set to 'Q and A forum'.

6. Set any of the other forum settings you want to use
7. Click "Save and display"
8. Click the button "Add a new question"
9. Enter a Subject for the message (e.g., "Reply to this")
10. Enter the message (e.g., "Write one substantial paragraph in which you reflect on what you learned from today's reading assignment.")
11. Unless you want to receive each student's response in an e-mail, change "Subscription" to "I don't want email copies of posts to this forum"
12. Click button "Post to forum"

Blog-Style Forum

This type of forum displays posts in a different format than the standard forum, but is otherwise no different. Simply set the “Forum type” to “Standard forum displayed in a blog-like format” instead of “Standard forum for general use.”

Standard forum for general use:

[Add a new discussion topic](#)

Discussion	Started by	Group	Replies	Unread ✓	Last post
Chapter 4		PSYC-220-FD (CS29336)	2	0	Tue, Apr 2, 2013, 4:01 PM
Think Piece Chapter 4		PSYC-220-FD (CS29336)	1	0	Tue, Apr 2, 2013, 1:33 PM

Standard forum displayed in a blog-like format:

[Add a new topic](#)



Chapter 4
by  - Saturday, March 30, 2013, 5:36 PM

This chapter talked about gender stereotypes and how they are very similar across the nations. When we are born the first thing people want to know is 'is it a boy or a girl.' So right from the start we're classified into a group. From then on we learn about stereotypes by our environment, ...

[Read the rest of this topic \(185 words\)](#)

[Edit](#) | [Delete](#)
[Discuss this topic \(2 replies so far\)](#)



Think Piece Chapter 4
by  - Saturday, March 30, 2013, 6:55 PM

[W](#) [think piece chapter 4.docx](#)

[Chapter Four - Evaluative Aspects of Gender Stereotypes: Liking versus Respect](#)

Chapter Summary

The section of chapter four that I am reviewing shows that people across cultures associate men with attributes related with power and dominance, whereas woman are associated with ...

[Read the rest of this topic \(676 words\)](#)