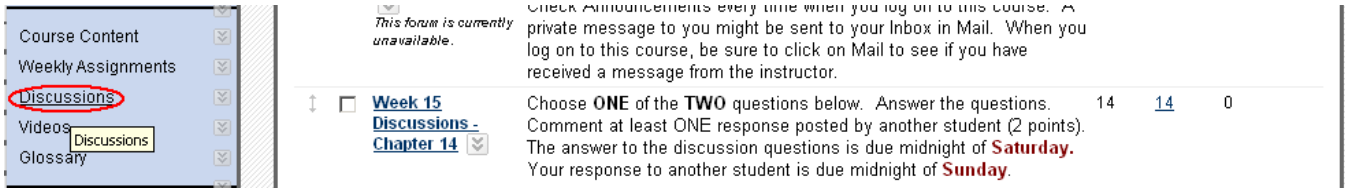


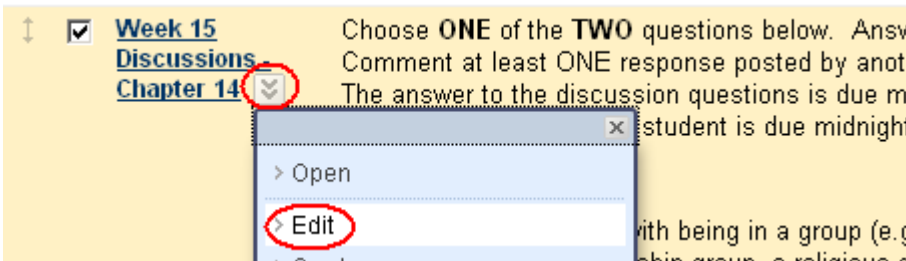
Blackboard-How to Automatically Release a Discussion Forum

You can release a discussion forum on a certain date.

1. Navigate to the discussion forum. In this example, you will click the “Discussions” link in “Course Menu”. If you link a discussion forum elsewhere, you will need to navigate to the corresponding page.



2. Go to the action icon next to the forum you would like to set up a release date and select “Edit”.



3. Scroll down until you see “2. Forum Availability”. Check “Display After”. Enter a date and a time. Or you may choose a date by clicking on the Calendar icon and choose a time by clicking on the clock icon.

2. Forum Availability

If links to this forum exist and are hidden, the forum itself may be hidden, even if this setting is set to 'Yes'.

Available Yes No

Enter Date and Time Restrictions Display After

Display Until

4. Click on “Submit” either at the bottom or at the top of the page.

You are advised not to use Display Until to turn off a discussion board after its deadline. After a deadline, you may lock the discussion forum to prevent students from posting messages but allow students to review messages. Refer to the instruction for how to lock a discussion forum.