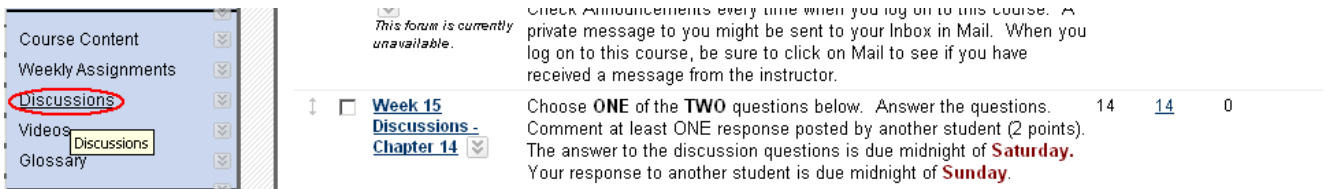


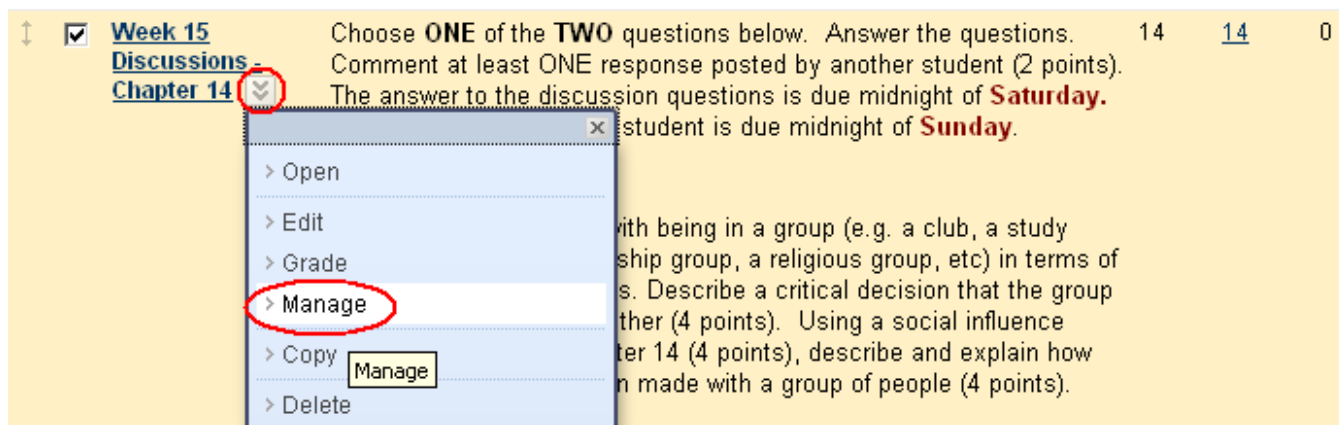
Blackboard - How to Unlock a Discussion Forum

To “unlock” a discussion forum, you will change students’ role to the discussion forum to “Participants”.

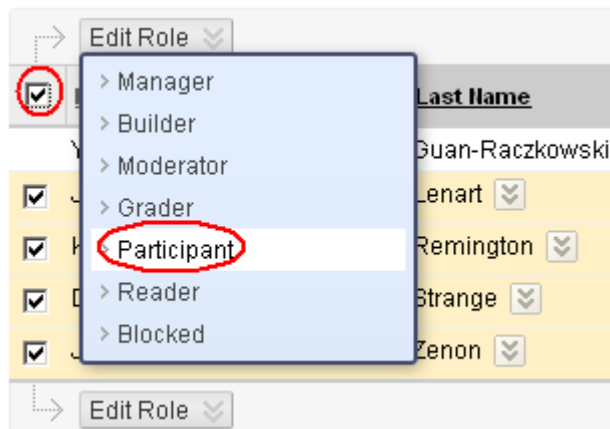
1. Navigate to the discussion forum. In this example, click the “Discussions” link in “Course Menu”. If you link a discussion forum elsewhere, you will need to navigate to the corresponding page.



2. Go to the action icon next to the forum you would like to unlock and select “Manage”.



3. Check the “Select All box” to choose all students. Go to “Edit Role” and choose “Participants”.



4. In Forum Role column, verify that all students are set as “Participants”. Click “OK” at the bottom of the page.

MxCC Distance Learning Documentation



Manage Forum Users

Edit a course member's forum role by selecting a new role in the forum role select menu.

Display Forum Role

| <input type="checkbox"/> | <u>First Name</u> | <u>Last Name</u> | <u>Username</u> | <u>Forum Role</u> |
|--------------------------|-------------------|--|-----------------|-------------------|
| | Yi | Guan-Raczkowski | 00701015 | Manager |
| <input type="checkbox"/> | Jin | <input type="text" value="Last Name"/> | 01059007 | Participant |
| <input type="checkbox"/> | Kim | <input type="text" value="Last Name"/> | 01579806 | Participant |
| <input type="checkbox"/> | Kim | <input type="text" value="Last Name"/> | 01556100 | Participant |
| <input type="checkbox"/> | Kim | <input type="text" value="Last Name"/> | 01243388 | Participant |

Displaying 1 to 5 of 5 items |