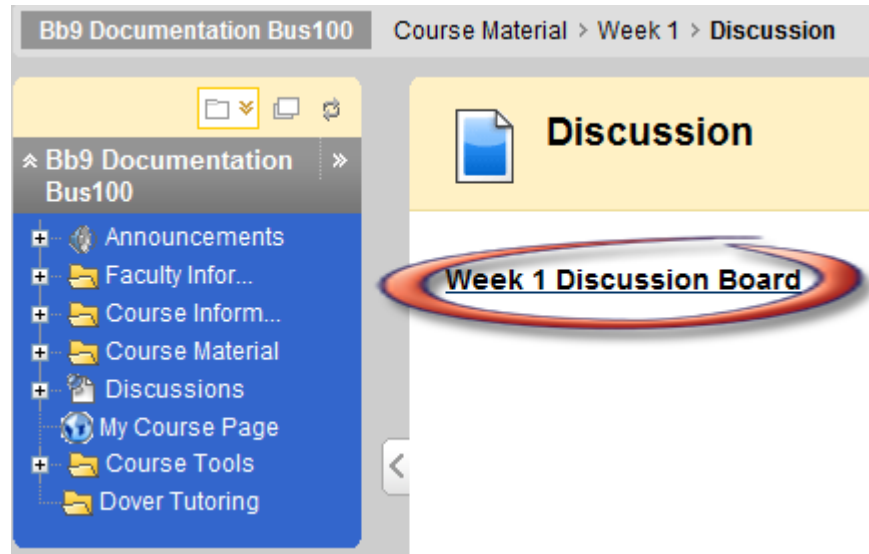


Additional Features of the Discussion Board

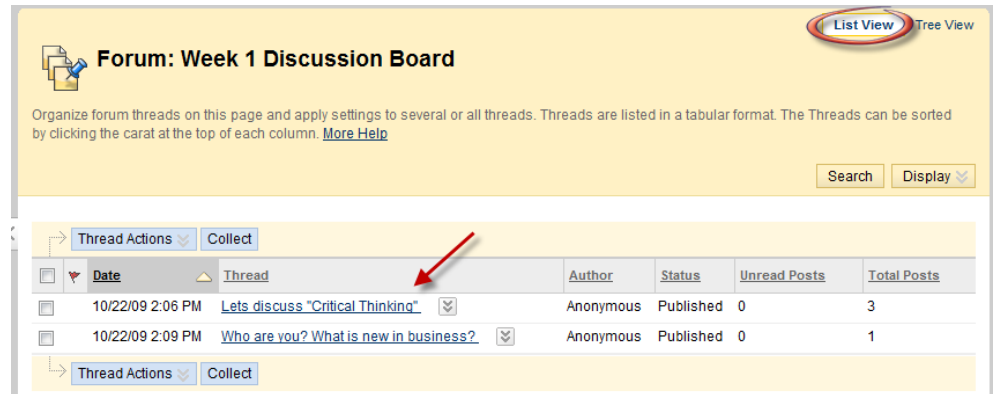
The Discussion Board offers various tools that enable different ways to view and post responses.

Tree View vs. List View

1. Navigate to a weekly **Discussion Board** and click on **Week 1 Discussion Board**.



2. By default discussion threads will appear via the **List View**, showing only the subjects of each thread in a list and the initial author.



3. Clicking on **Tree View** will display the nested replies for each thread as well as the corresponding author.

Forum: Week 1 Discussion Board

Organize forum threads on this page and apply settings to several or all threads. Threads are listed in a tabular format. The Threads can be sorted by clicking the carat at the top of each column. [More Help](#)

Search Collapse All Expand All

Message Actions		Collect
<input type="checkbox"/>	<input type="checkbox"/> Lets discuss "Critical Thinking"	Anonymous 10/22/09 2:06 PM
<input type="checkbox"/>	<input type="checkbox"/> RE: Lets discuss "Critical Thinking"	Student 01 3/30/10 10:43 AM
<input type="checkbox"/>	<input type="checkbox"/> RE: Lets discuss "Critical Thinking"	Michael Samman 3/30/10 10:46 AM
<input type="checkbox"/>	<input type="checkbox"/> Who are you? What is new in business?	Anonymous 10/22/09 2:09 PM

Message Actions Collect

Viewing the Parent Post

1. Click on the subject of a reply in order to read the response.

Forum: Week 1 Discussion Board

Organize forum threads on this page and apply settings to several or all threads. Threads are listed in a tabular format. The Threads can be sorted by clicking the carat at the top of each column. [More Help](#)

Search Collapse All Expand All

Message Actions		Collect
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<input type="checkbox"/>	<input type="checkbox"/> RE: Lets discuss "Critical Thinking"	Michael Samman 3/30/10 10:46 AM
<input type="checkbox"/>	<input type="checkbox"/> Who are you? What is new in business?	Anonymous 10/22/09 2:09 PM

Message Actions Collect

- Click on the link **Parent Post** in order to view both the initial post and the reply.

Thread Detail

The Thread Detail Page provides a complete view of the Thread and its contents. Options for viewing and managing the thread are located here. [More Help](#)

Search Refresh

< Lets discuss "Critical Thinking" Reply

Total Posts: 3 Unread Posts: 0

Message Actions Collect

<input type="checkbox"/>	<input type="checkbox"/>	Lets discuss "Critical Thinking"	Anonymous	10/22/09 2:06 PM
<input type="checkbox"/>	<input type="checkbox"/>	RE: Lets discuss "Critical Thinking"	Student 01	3/30/10 10:43 AM
<input type="checkbox"/>	<input type="checkbox"/>	RE: Lets discuss "Critical Thinking"	Michael Samman	3/30/10 10:46 AM

Message Actions Collect

< RE: Lets discuss "Critical Thinking" > Reply Quote Set Flag

Author: Student 01 **Total views:** 13 (Your views: 11)
Posted Date: Tuesday, March 30, 2010 10:43:21 AM EDT
Edited Date: Tuesday, March 30, 2010 10:43:21 AM EDT

Parent Post

The ability to think critically is an important factor in building a successful career.

< RE: Lets discuss "Critical Thinking" > Reply Quote Set Flag

- The **Parent Post** will then appear within the reply post, allowing you to view both entries at the same time.

< RE: Lets discuss "Critical Thinking" > Reply Quote Set Flag

Author: Student 01 **Total views:** 13 (Your views: 11)
Posted Date: Tuesday, March 30, 2010 10:43:21 AM EDT
Edited Date: Tuesday, March 30, 2010 10:43:21 AM EDT

Parent Post

Author: Anonymous
Date: Thursday, October 22, 2009 2:06:40 PM EDT
Subject: Lets discuss "Critical Thinking"

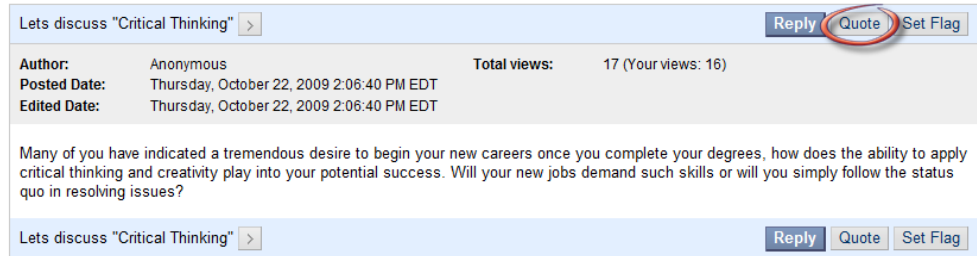
Many of you have indicated a tremendous desire to begin your new careers once you complete your degrees, how does the ability to apply critical thinking and creativity play into your potential success. Will your new jobs demand such skills or will you simply follow the status quo in resolving issues?

The ability to think critically is an important factor in building a successful career.

< RE: Lets discuss "Critical Thinking" > Reply Quote Set Flag

Using the Quote Button

1. If you would like to include the text of the original message in your reply, click the **Quote** button.



Lets discuss "Critical Thinking" >

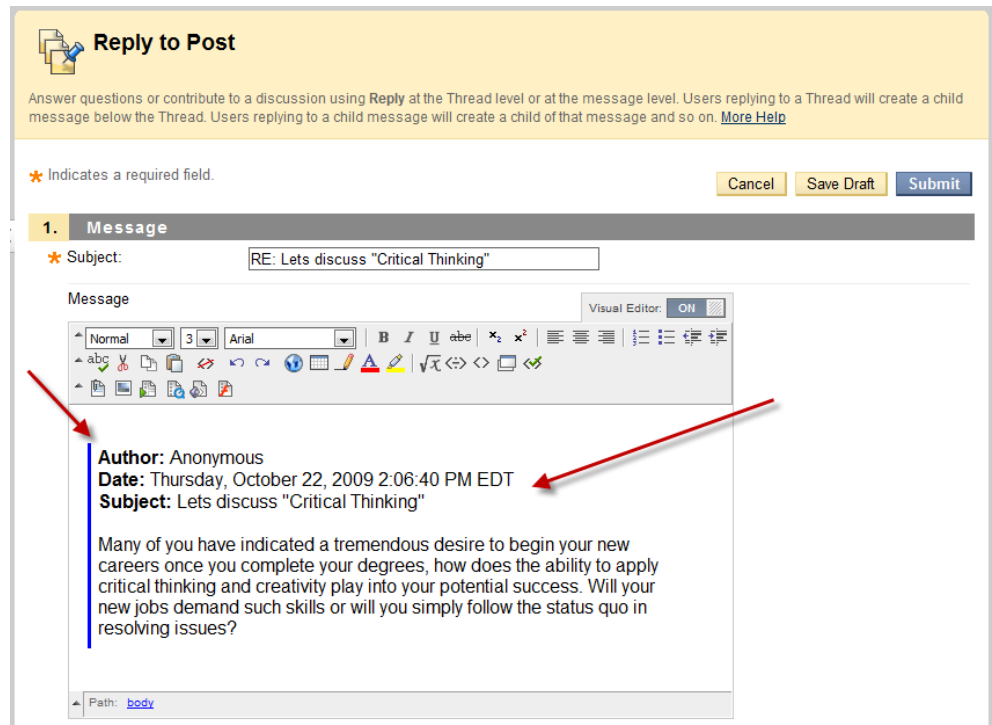
Author: Anonymous **Total views:** 17 (Your views: 16)
Posted Date: Thursday, October 22, 2009 2:06:40 PM EDT
Edited Date: Thursday, October 22, 2009 2:06:40 PM EDT

Many of you have indicated a tremendous desire to begin your new careers once you complete your degrees, how does the ability to apply critical thinking and creativity play into your potential success. Will your new jobs demand such skills or will you simply follow the status quo in resolving issues?

Lets discuss "Critical Thinking" >

Buttons: Reply, **Quote**, Set Flag

2. This will automatically add the text from the original post into your reply.



Reply to Post

Answer questions or contribute to a discussion using **Reply** at the Thread level or at the message level. Users replying to a Thread will create a child message below the Thread. Users replying to a child message will create a child of that message and so on. [More Help](#)

* Indicates a required field. Cancel Save Draft Submit

1. Message

* **Subject:** RE: Lets discuss "Critical Thinking"

Message Visual Editor: ON

Normal 3 Arial B I U abc x₂ x² [List Icons]

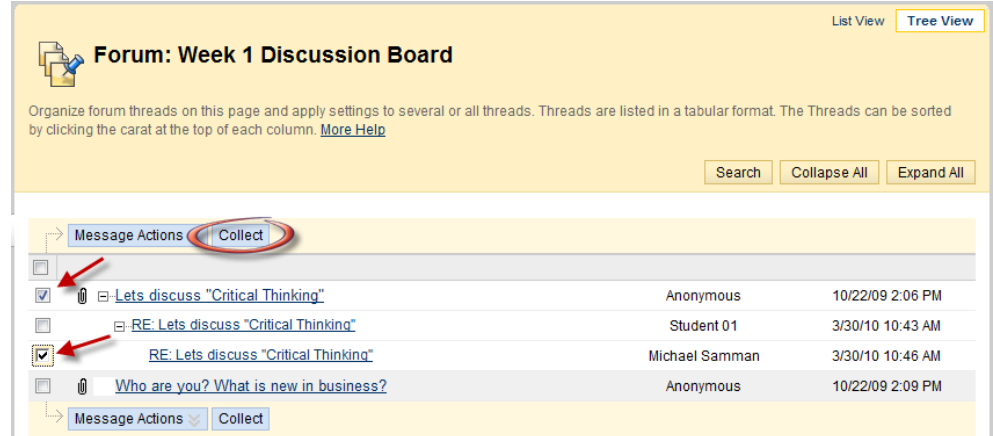
Author: Anonymous
Date: Thursday, October 22, 2009 2:06:40 PM EDT
Subject: Lets discuss "Critical Thinking"

Many of you have indicated a tremendous desire to begin your new careers once you complete your degrees, how does the ability to apply critical thinking and creativity play into your potential success. Will your new jobs demand such skills or will you simply follow the status quo in resolving issues?

Path: [body](#)

Collecting Threads: Viewing Selected Threads

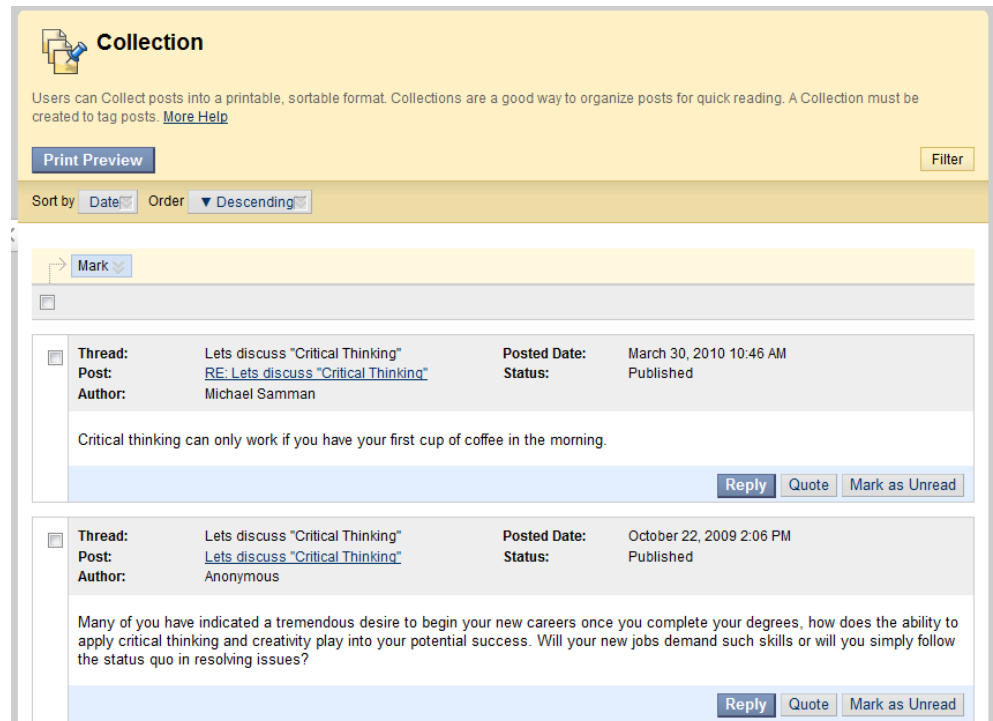
1. In order to view only certain selected posts, click on the check boxes to the left of the desired posts. Click the **Collect** button.



The screenshot shows a forum interface titled "Forum: Week 1 Discussion Board". At the top right, there are "List View" and "Tree View" buttons. Below the title, there is a brief instruction: "Organize forum threads on this page and apply settings to several or all threads. Threads are listed in a tabular format. The Threads can be sorted by clicking the carat at the top of each column. [More Help](#)". To the right of this text are "Search", "Collapse All", and "Expand All" buttons. The main content area shows a list of threads. At the top of this list is a "Message Actions" dropdown menu with a "Collect" button highlighted by a red circle. Below the list, there are four threads, each with a checkbox on the left. The first two threads, "Lets discuss 'Critical Thinking'" and "RE: Lets discuss 'Critical Thinking'", have their checkboxes checked. Red arrows point to these checked boxes. The third thread, "RE: Lets discuss 'Critical Thinking'", also has its checkbox checked. The fourth thread, "Who are you? What is new in business?", has an unchecked checkbox. At the bottom of the list, there is another "Message Actions" dropdown menu with a "Collect" button.

	Thread Title	Author	Date
<input checked="" type="checkbox"/>	Lets discuss "Critical Thinking"	Anonymous	10/22/09 2:06 PM
<input checked="" type="checkbox"/>	RE: Lets discuss "Critical Thinking"	Student 01	3/30/10 10:43 AM
<input checked="" type="checkbox"/>	RE: Lets discuss "Critical Thinking"	Michael Samman	3/30/10 10:46 AM
<input type="checkbox"/>	Who are you? What is new in business?	Anonymous	10/22/09 2:09 PM

2. You can now view the content of all selected posts at the same time.



The screenshot shows a "Collection" view. At the top, there is a "Print Preview" button and a "Filter" button. Below this, there are "Sort by" and "Order" dropdown menus. The "Sort by" menu is set to "Date" and the "Order" menu is set to "Descending". The main content area shows a list of threads. At the top of this list is a "Mark" dropdown menu. Below the list, there are two threads, each with a checkbox on the left. The first thread, "Lets discuss 'Critical Thinking'", has its checkbox checked. The second thread, "RE: Lets discuss 'Critical Thinking'", also has its checkbox checked. Below each thread, there is a summary of the thread's content. The first thread's content is "Critical thinking can only work if you have your first cup of coffee in the morning." The second thread's content is "Many of you have indicated a tremendous desire to begin your new careers once you complete your degrees, how does the ability to apply critical thinking and creativity play into your potential success. Will your new jobs demand such skills or will you simply follow the status quo in resolving issues?". At the bottom of each thread's content area, there are "Reply", "Quote", and "Mark as Unread" buttons.

Thread	Post	Author	Posted Date	Status
Lets discuss "Critical Thinking"	RE: Lets discuss "Critical Thinking"	Michael Samman	March 30, 2010 10:46 AM	Published
Lets discuss "Critical Thinking"	Lets discuss "Critical Thinking"	Anonymous	October 22, 2009 2:06 PM	Published