

How to Create A Discussion Board Thread:



1. Log into Blackboard and go into your course.

2. Click on the **Discussion Tab** and go into your choice **Discussion Forum**

3. In the Discussion Forum, click on **Create Thread**.

Create Thread

A Thread is a series of posts related to the same subject. Threads provide an organizational structure within a Forum for users to share posts on similar topics. Creating a thread posts the first message. [More Help](#)

* Indicates a required field.

1. Message

Subject: New Discussion Thread

Message

2. Attachments

Attach File Browse My Computer Browse Course

3. Submit

Click **Save** to save a draft of this message. Click **Submit** to submit the post. Click **Cancel** to quit.

Cancel Save Draft Submit

4. Create a **Subject** under **Message in Option 1**. Instructions can also be added if needed.

5. Add an **Attachment** if necessary in Option 2 and click **Submit**

Date	Thread
3/24/11 2:38 PM	Just for test
3/24/11 5:24 PM	New Discussion Thread

6. You have successfully created a Discussion Thread called **New Discussion Thread**