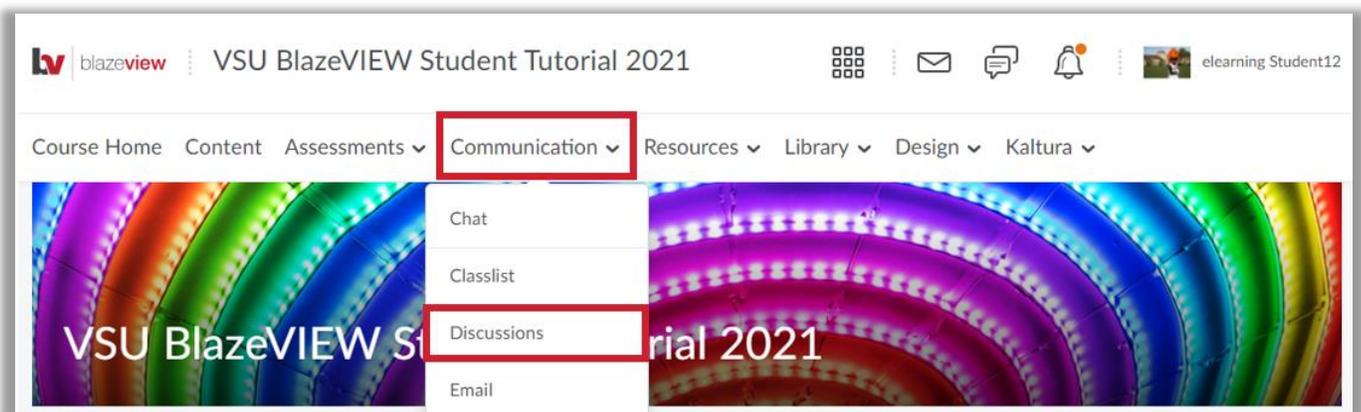


## Discussions in BlazeVIEW

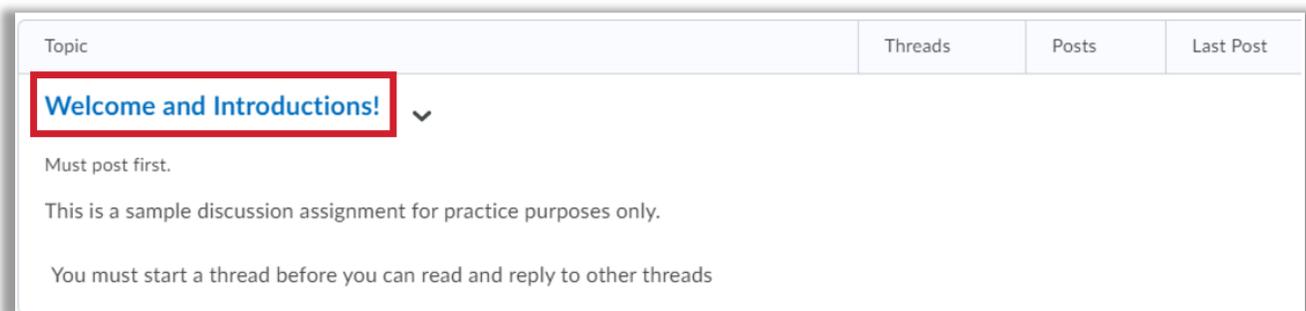
The BlazeVIEW Discussions tool is a collaboration area to post, read, and reply to threads on different topics, share thoughts about course materials, ask questions, share files, or work with your peers on assignments and homework.

### Create a Discussion Thread

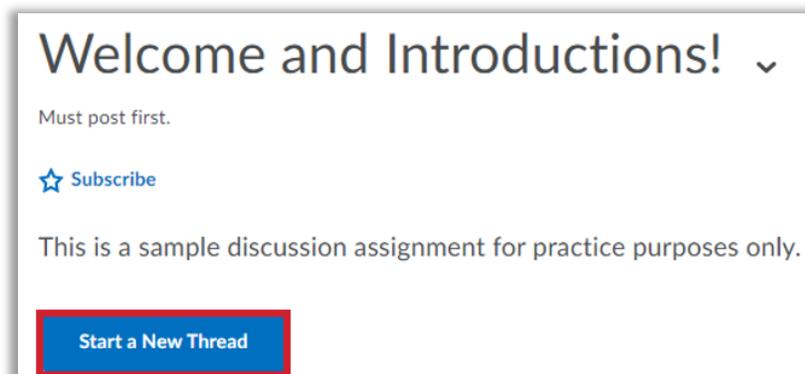
1. On the **Navbar**, click **Communication**, then select **Discussions**.



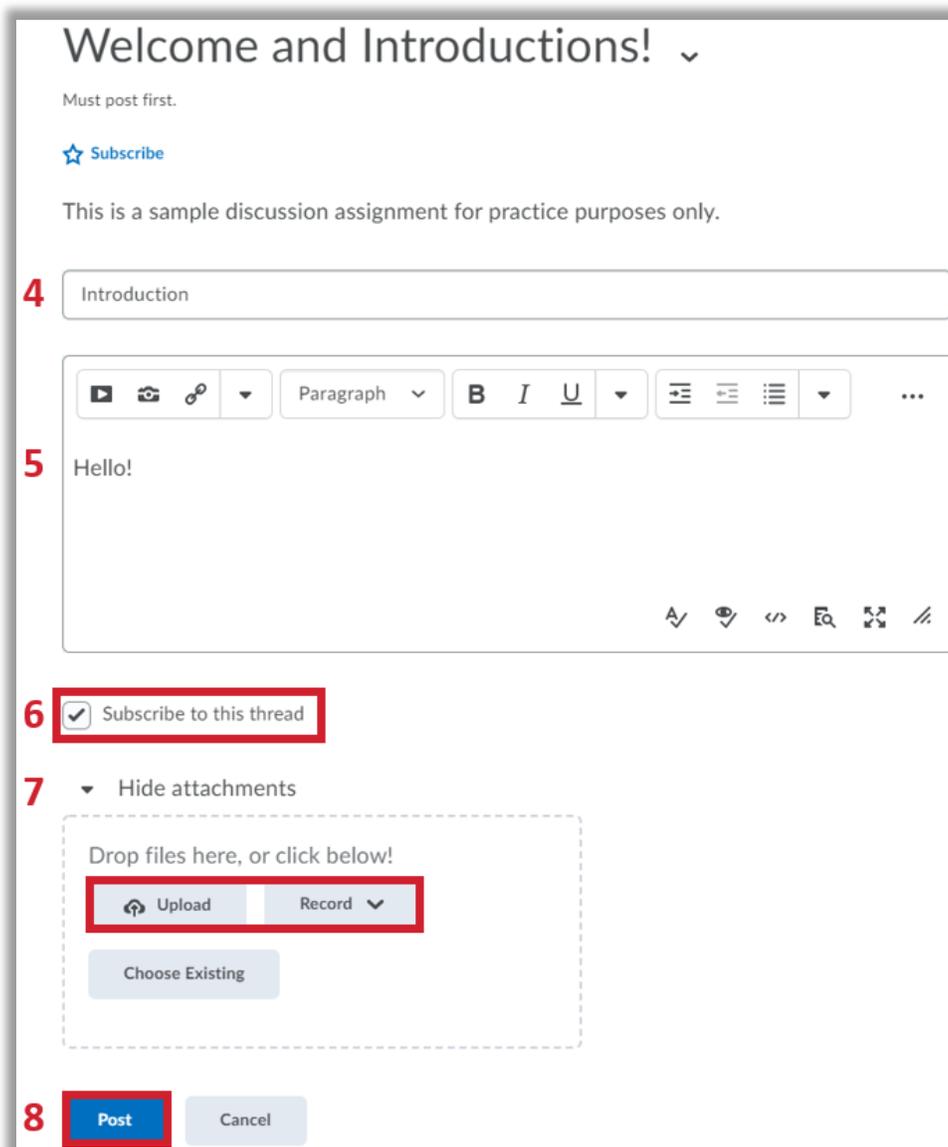
2. Click the topic where you want to create a thread.



3. Click **Start a New Thread**.

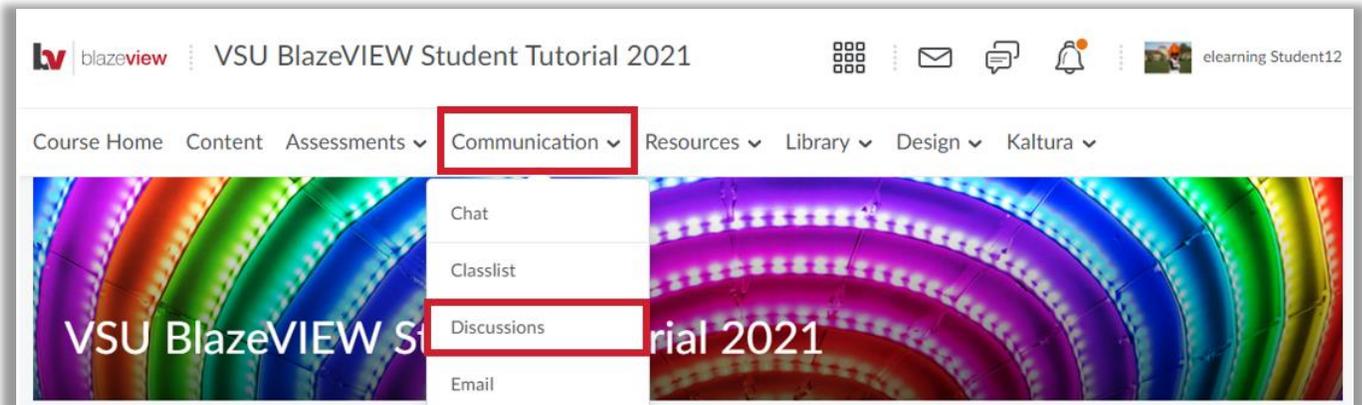


4. Enter a subject.
5. Type your post in the HTML textbox.
6. To receive updates on the thread using your selected notification method, select **Subscribe to this thread**.
7. To attach a file, in the Add Attachments area, click **Upload** to locate the file on your computer or other storage device that you want to attach. To attach an audio recording, **Record > Record Audio**. If you have prerecorded audio and are using a supported browser, you can drag audio files onto the attachments upload target.
8. Click **Post**. If the topic is moderated, your post does not appear until a moderator approves it.

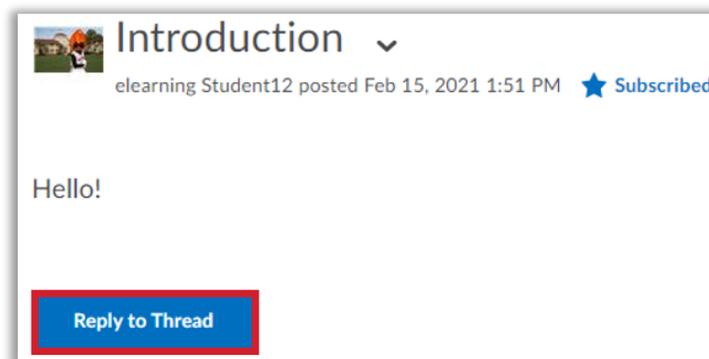


## Reply to a Discussion Thread

1. On the Navbar, click **Communication**, then select **Discussions**.



2. Locate the thread you want to reply to and click **Reply to Thread**.



3. Enter your reply in the HTML Editor.
4. To include the original post's text in your reply, click the **Add original post text** link. (If this option is already enabled by your course administrator, this message will not display.)
5. To receive updates on the thread using your selected notification method, select **Subscribe to this thread**.
6. To attach a file, in the Add Attachments area, click **Upload** to locate the file on your computer or other storage device that you want to attach. To attach an audio recording, **Record > Record Audio**. If you have prerecorded audio and are using a supported browser, you can drag audio files onto the attachments upload target.
7. Click **Post**.

 Introduction ▼  
elearning Student12 posted Feb 15, 2021 1:51 PM ★ Subscribed

Hello!

Introduction

 Paragraph ▼ **B** *I* U ▼ ⋮

3 Hey there! It's nice to meet you.

<<< Replied to post below >>>  
Authored by elearning Student12



4 **Add original post text**

5  **Subscribe to this thread**

▼ Hide Attachments

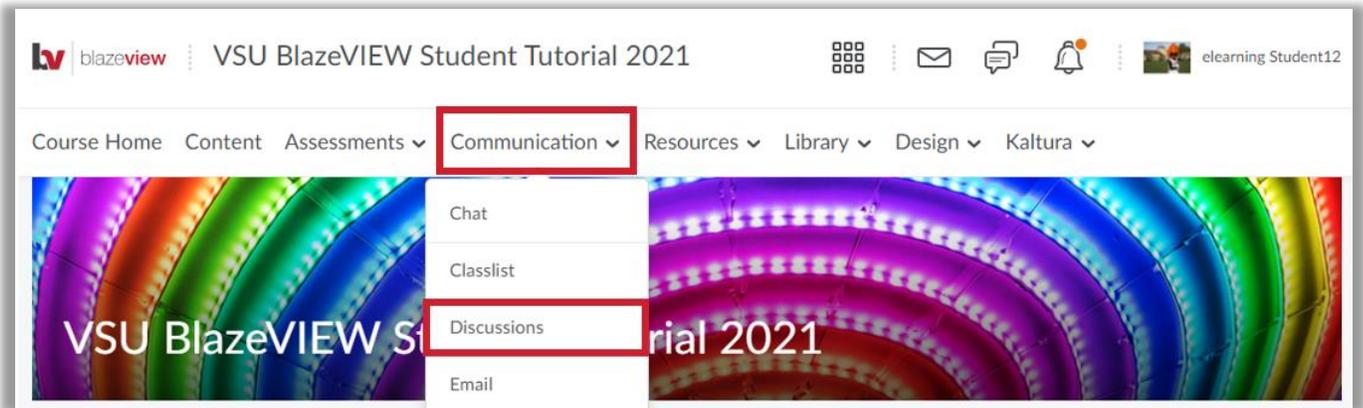
Drop files here, or click below!

6 **Upload** **Record Audio** **Choose Existing**

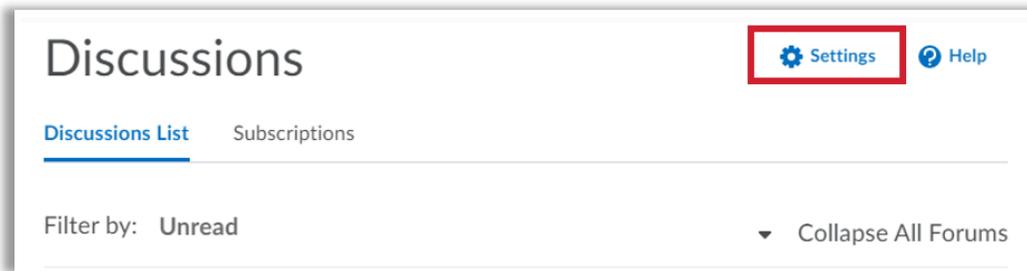
7 **Post** Cancel

# Discussion Settings

1. On the Navbar, click **Communication**, then select **Discussions**.

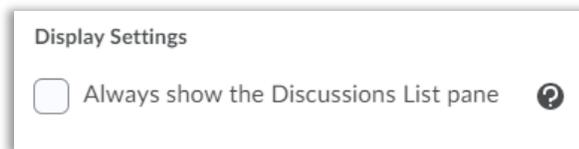


2. On the Discussions List page, click **Settings**.



3. Now, select your preferences from the following categories:

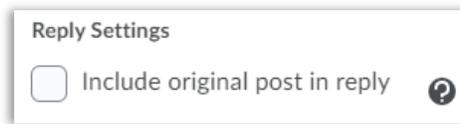
- **Display Settings** - To show or hide topics in the View Topic and View Thread pages, select or unselect the **Always show the Discussions List pane** check box.



- **Default View** - **Grid View** displays discussion post subjects in a grid. **Reading View** displays the entire text of the discussion posts.



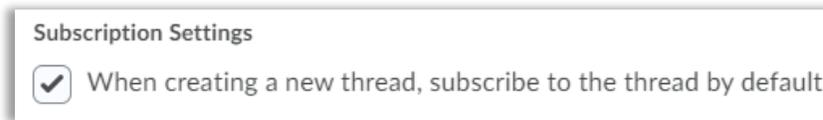
- **Reply Settings** - To automatically include the original post when replying, select the **Reply Settings** check box.



Reply Settings

Include original post in reply 

- **Subscription Settings** - To subscribe to a thread by default, select the **Subscription Settings** check box.



Subscription Settings

When creating a new thread, subscribe to the thread by default

4. When your settings reflect your preferences, click **Save**.



**Save** Cancel

For more information or assistance, call 229-245-6490 or email [blazeview@valdosta.edu](mailto:blazeview@valdosta.edu).  
For 24/7 BlazeVIEW or GoVIEW assistance, call 855-772-0423 or visit [GeorgiaVIEW Help Center](#).

