

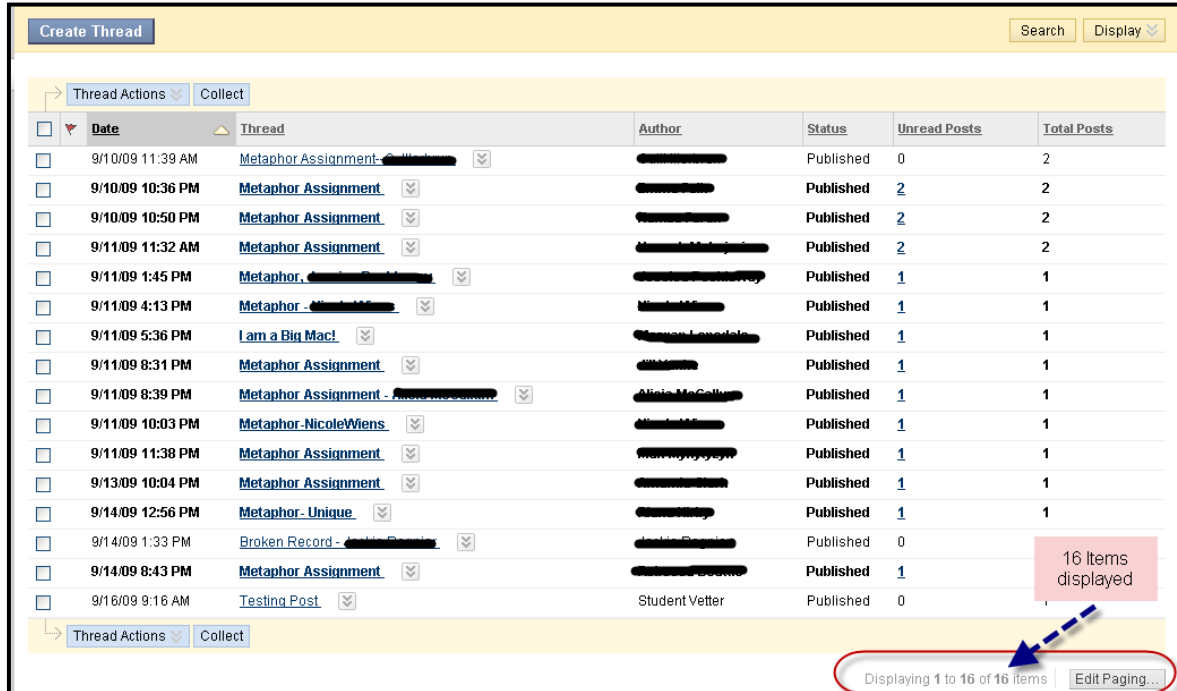
# Discussion Board – Student Guide

## PAGING

Blackboard will sometimes try to ‘help’ with the amount of data that is displayed on the screen.

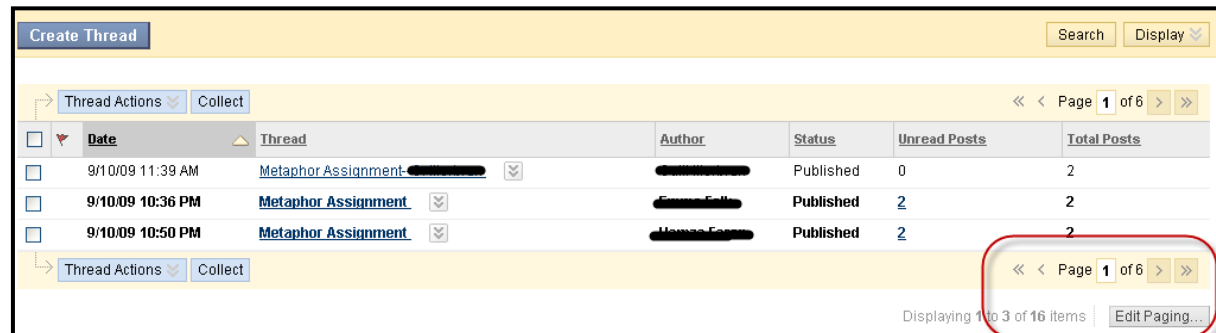
*Here is the first example* – there are **16 items** displayed

NOTE: student names have been blacked out for privacy. Student Vetter is a “fake” student for testing purposes.



Date	Thread	Author	Status	Unread Posts	Total Posts
9/10/09 11:39 AM	Metaphor Assignment - [blacked out]	[blacked out]	Published	0	2
9/10/09 10:36 PM	Metaphor Assignment	[blacked out]	Published	2	2
9/10/09 10:50 PM	Metaphor Assignment	[blacked out]	Published	2	2
9/11/09 11:32 AM	Metaphor Assignment	[blacked out]	Published	2	2
9/11/09 1:45 PM	Metaphor - [blacked out]	[blacked out]	Published	1	1
9/11/09 4:13 PM	Metaphor - [blacked out]	[blacked out]	Published	1	1
9/11/09 5:36 PM	I am a Big Mac!	[blacked out]	Published	1	1
9/11/09 8:31 PM	Metaphor Assignment	[blacked out]	Published	1	1
9/11/09 8:39 PM	Metaphor Assignment - [blacked out]	Alicia McGowan	Published	1	1
9/11/09 10:03 PM	Metaphor Nicole Wiens	[blacked out]	Published	1	1
9/11/09 11:38 PM	Metaphor Assignment	[blacked out]	Published	1	1
9/13/09 10:04 PM	Metaphor Assignment	[blacked out]	Published	1	1
9/14/09 12:56 PM	Metaphor - Unique	[blacked out]	Published	1	1
9/14/09 1:33 PM	Broken Record - [blacked out]	[blacked out]	Published	0	0
9/14/09 8:43 PM	Metaphor Assignment	[blacked out]	Published	1	1
9/16/09 9:16 AM	Testing Post	Student Vetter	Published	0	0

*Here is the second example* – there are still **16 items**, however, only **3** are displayed BUT there are **6 pages**.



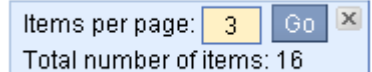
Date	Thread	Author	Status	Unread Posts	Total Posts
9/10/09 11:39 AM	Metaphor Assignment - [blacked out]	[blacked out]	Published	0	2
9/10/09 10:36 PM	Metaphor Assignment	[blacked out]	Published	2	2
9/10/09 10:50 PM	Metaphor Assignment	[blacked out]	Published	2	2

To be able to view ALL items, you may need to click on the “Edit Paging...” button

Edit Paging...

You can then select how many items you want to see on one page.

NOTE – these settings are temporary – when you log out, these settings are NOT kept.

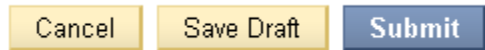


Items per page: 3 Go

Total number of items: 16

## SAVE DRAFT

There will be times when you want to start a discussion board posting and then return at a later time to complete it. This is where you would use the Save Draft feature.



**WARNING** – if you use the **Save Draft** feature, your posts may not be visible.


For example, Student Vetter has created TWO discussion board postings. One she used SUBMIT – one she used SAVE DRAFT

### *First snapshot*

- Notice how only **ONE** post from Student Vetter is showing
- Notice the **Published** status

<input type="checkbox"/>	9/14/09 1:33 PM	<a href="#">Broken Record</a>	<a href="#">Justin Beggs</a>	Published	0	2
<input type="checkbox"/>	9/14/09 8:43 PM	<a href="#">Metaphor Assignment</a>	<a href="#">Rebecca Deane</a>	Published	1	1
<input type="checkbox"/>	9/16/09 9:16 AM	<a href="#">Testing Post</a>	Student Vetter	Published	0	1

Depending on your display choices, you may only see certain posts. There is a button labelled “Display” where you can choose what view you want.



### Topic: 01 Metaphor Posting

Organize topic 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](#)

[Create Thread](#)

Search [Display](#)

Thread Actions [Collect](#)

<input type="checkbox"/>	Date	Thread	Author	Status	Unread Posts	Total Posts
<input type="checkbox"/>	9/10/09 11:39 AM	<a href="#">Metaphor Assignment</a>	<a href="#">Justin Beggs</a>	Published	0	2
<input type="checkbox"/>	9/10/09 10:36 PM	<a href="#">Metaphor Assignment</a>	<a href="#">Emma Falk</a>	Published	2	2
<input type="checkbox"/>	9/10/09 10:50 PM	<a href="#">Metaphor Assignment</a>	<a href="#">Justin Beggs</a>	Published	2	2
<input type="checkbox"/>	9/11/09 11:32 AM	<a href="#">Metaphor Assignment</a>	<a href="#">Hannah Mubasingu</a>	Published	2	2
<input type="checkbox"/>	9/11/09 1:45 PM	<a href="#">Metaphor Assignment</a>	<a href="#">Jessica Desloux</a>	Published	1	1
<input type="checkbox"/>	9/11/09 4:13 PM	<a href="#">Metaphor Assignment</a>	<a href="#">Nicole Moran</a>	Published	1	1

If you select Display, you will have the following choices:

- Show All
- Published Only
- Hidden Only
- Drafts Only



NOTE: if you select Drafts only or Show All, only **YOUR DRAFTS** will show – not other students drafts

### Second snapshot

- The Show All display was selected
- Notice how there are **TWO** posts from Student Vetter showing – one that has been published – one that is Draft.
- WARNING – you may need to Edit Paging in order to see everything

<input type="checkbox"/>	9/14/09 1:33 PM	<a href="#">Broken Record</a> <del>Broken Record</del>	<del>Broken Record</del>	Published	0	2
<input type="checkbox"/>	9/14/09 8:43 PM	<a href="#">Metaphor Assignment</a>	<del>Broken Record</del>	Published	1	1
<input type="checkbox"/>	9/16/09 9:16 AM	<a href="#">Testing Post</a>	Student Vetter	Published	0	1
<input type="checkbox"/>	9/16/09 9:26 AM	<a href="#">Test#2 (draft)</a>	Student Vetter	Draft	0	1

Thread Actions Collect

Displaying 1 to 17 of 17 items | [Edit Paging...](#)

OK