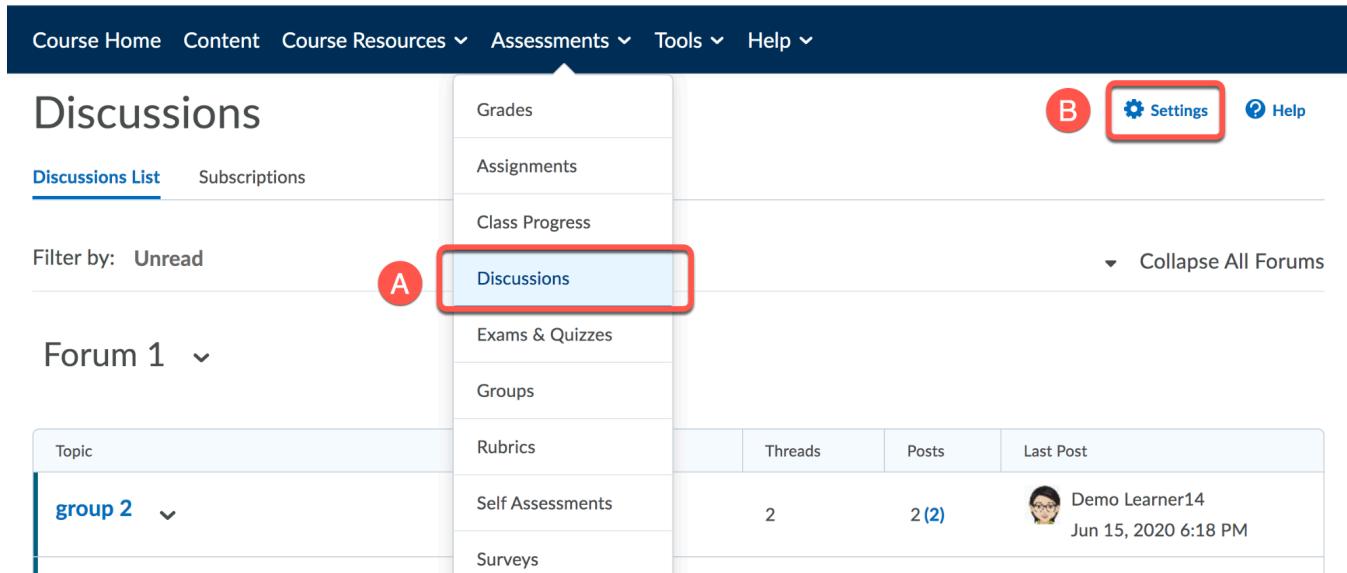


Track Discussions by Subscribing/Flagging Them

1. In settings make sure **subscribe to the thread by default** is enabled.



The screenshot shows the 'Discussions' page in Brightspace. At the top, there is a navigation bar with links: Course Home, Content, Course Resources, Assessments, Tools, and Help. Below the navigation bar, the page title is 'Discussions'. There are two tabs: 'Discussions List' (underlined) and 'Subscriptions'. A red circle labeled 'A' highlights the 'Discussions' tab in the top navigation bar. On the right side, there is a 'Settings' button (red circle 'B') and a 'Help' button. A dropdown menu is open, showing options: Grades, Assignments, Class Progress, Discussions (red box), Exams & Quizzes, Groups, Rubrics, Self Assessments, and Surveys. The 'Discussions' option is highlighted with a red box. Below the dropdown, there is a 'Filter by: Unread' button and a 'Collapse All Forums' button. The main content area shows a forum titled 'Forum 1'. Under 'Forum 1', there is a table with columns: Topic, Rubrics, Threads, Posts, and Last Post. A group named 'group 2' is listed under 'Topic'. The 'Rubrics' column shows 2 threads, 2 posts, and the last post was made by 'Demo Learner14' on Jun 15, 2020, at 6:18 PM.

- a. In your Brightspace course go to **Assessments** and then **Discussions**
- b. Click on **Settings** in the top right corner.

Personal Settings

Display Settings

Always show the Discussions List pane ?

Default View

Grid View ?

Reading View ?

Reply Settings

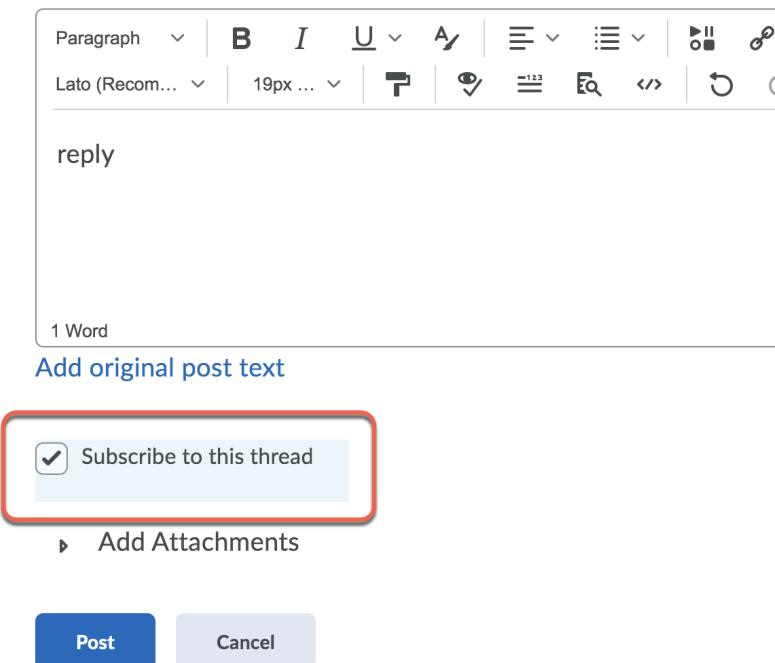
Include original post in reply ?

Subscription Settings

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

- c. Make sure **When creating a new thread, subscribe to the thread by default** is checked

2. **Subscribe to a thread** whenever you reply to it:



reply

1 Word

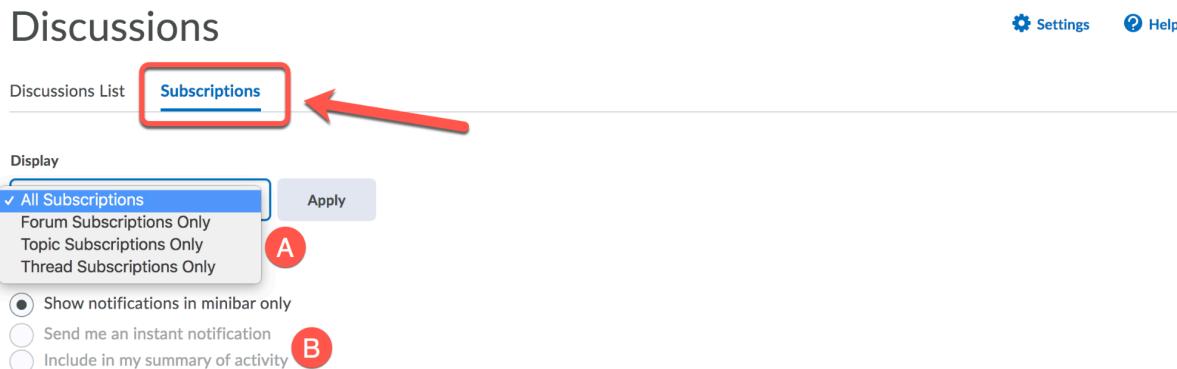
Add original post text

Subscribe to this thread

» Add Attachments

Post **Cancel**

3. Now you can find all your created threads and replies in one place. Go to **Assessments** and then **Discussions** and select **Subscriptions**



Discussions

Discussions List **Subscriptions**

Display

All Subscriptions A

Forum Subscriptions Only

Topic Subscriptions Only

Thread Subscriptions Only

Show notifications in minibar only B

Send me an instant notification

Include in my summary of activity

Note: Before you can receive email notifications, you must add an email address in your notification settings.

[Add an email address in a new window](#)

Thread Subscriptions

Get updates when there are new posts to the listed threads.

 hello

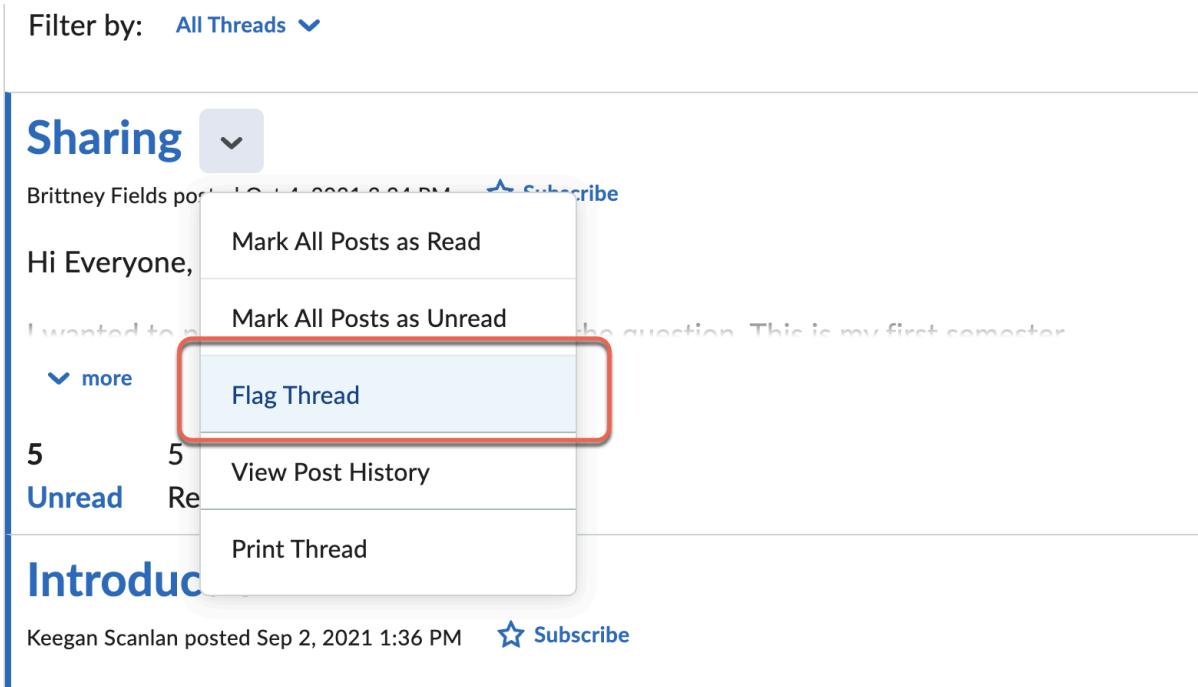
1 posts

Parent Topic: [group 2](#)

C  Subscribed

- a. Select which **Subscription** to display
- b. Adjust **Notifications**
- c. Subscribe/Unsubscribe by clicking on the **Star**

You can also flag threads by clicking the drop down next to it:



Filter by: All Threads ▾

Sharing ▾

Brittney Fields posted Sep 1, 2021 8:34 PM [Subscribe](#)

Hi Everyone,

I wanted to n... the question. This is my first semester

▼ more

5 5

Unread Re

Introdu...

Keegan Scanlan posted Sep 2, 2021 1:36 PM [Subscribe](#)

Mark All Posts as Read

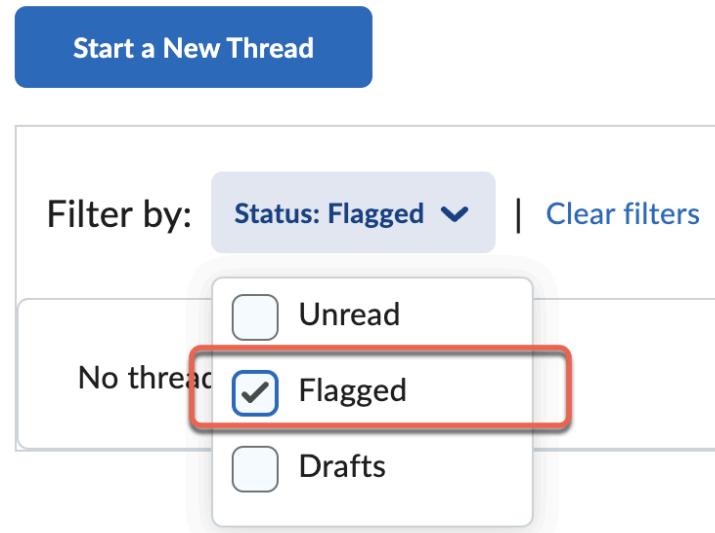
Mark All Posts as Unread

Flag Thread

View Post History

Print Thread

And then when filtering selecting **flagged**:



Start a New Thread

Filter by: Status: Flagged ▾ | Clear filters

No threads

Unread

Flagged

Drafts