Basic | Add a forum

Step 1
Turn editing on (top right).

Step 2
Note: You will see a number of icons – hover your mouse pointer over an icon to see what a particular icon is for.
You will see ‘Add an activities resource’

Step 3
Select ‘Forum’ and ‘Add’ under ‘Add an activities resource’.
Step 4

You should give your forum name something descriptive.

There are five types of forum (for more information, click the ‘?’ help icon).

After you select a forum type, you need to enter the topic question and the things you would like your students to do in the ‘Forum introduction’ part.

You may edit the settings based on your requirement. For example, setting the attachment size.

Step 5

For some cases, you may set blocking to avoid students from dominating the discussion.

You may give ratings and set your rating scale if you opt to access the student’s posts.

You may also set the forum’s availability duration.
Step 6
You may also restrict access until the forum starts.
Click on ‘Save and display’.

Step 7
The forum has been created.
Step 8

By default, our Moodle site is set so that students can rate the forum posts of others, if ratings has been set for the forum. If you do not want Students to be able to do this, click the cross after the word Student in the Add ratings to items row.

This Permissions page is accessible from the Administration block on the forum main page.