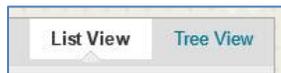


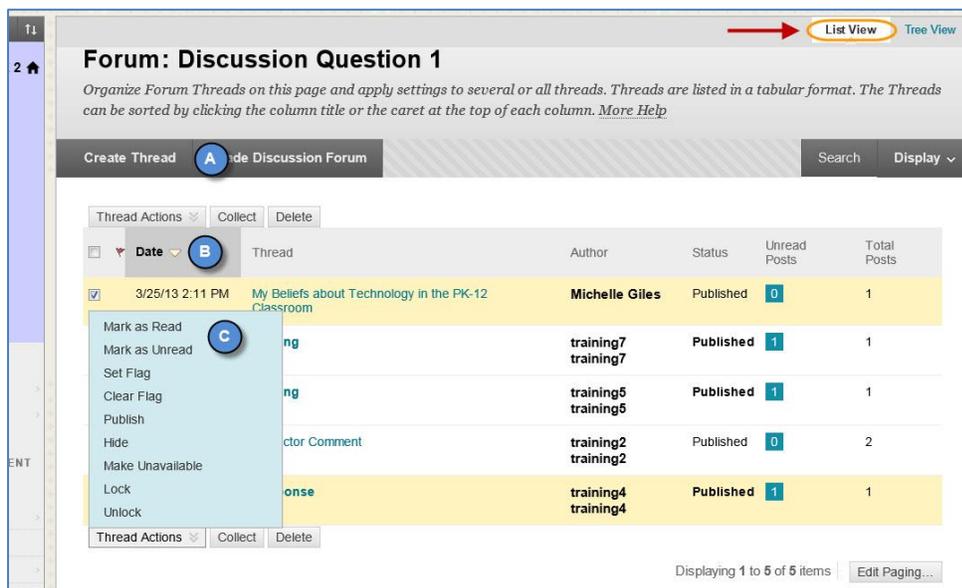
Using List View and Tree View in Discussions

After you click a forum title, a page loads displaying all forum threads. View the page in either list view or tree view. This choice remains in effect until you change it. You may change it at any time. Change the view on the forum page, in the upper-right corner.



List View

Click List View to present the threads in a table format. Threads containing any unread posts appear in bold type.



Forum: Discussion Question 1

Organize Forum 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 column title or the caret at the top of each column. [More Help](#)

Create Thread **A** Add Discussion Forum Search Display

<input type="checkbox"/>	Date B	Thread	Author	Status	Unread Posts	Total Posts
<input checked="" type="checkbox"/>	3/25/13 2:11 PM	My Beliefs about Technology in the PK-12 Classroom	Michelle Giles	Published	0	1
<input type="checkbox"/>		ng	training7 training7	Published	1	1
<input type="checkbox"/>		ng	training5 training5	Published	1	1
<input type="checkbox"/>		ctor Comment	training2 training2	Published	0	2
<input type="checkbox"/>		onse	training4 training4	Published	1	1

Thread Actions Collect Delete

Displaying 1 to 5 of 5 items Edit Paging...

A. From the action bar, you can create threads, collect, or delete posts.

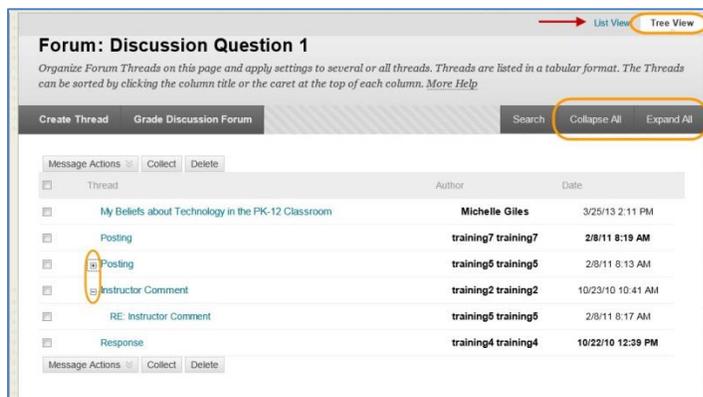
Depending on the settings you made when creating the forum, different functions appear on the action bar. For example, if you allowed tagging, a Tags function appears.

B. To sort a column, click the column heading or drop down arrow.

- C. Select the check box next to a thread and make a selection from the Thread Actions drop-down list. You can select multiple threads or select the check box in the header to select all threads. The actions include:
- Marking threads read or unread.
 - Setting or clearing flags. Flags mark threads for later attention.
 - Editing the status of the selected threads.
 - Subscribing or unsubscribing for email alerts to threads, if enabled.

Tree View

Click Tree View to show the thread starter messages and their replies. From the action bar, you can create threads, collect, or delete posts.



Expand and collapse threads with the plus and minus icons next to the titles. If a thread starter message contains unread posts, the thread starter title appears in bold type. On the action bar, use the Collapse All and Expand All functions to hide or see all posts included in all threads.

Select the check box next to a thread and make a selection from the Message Actions drop-down list on the action bar. You can select multiple threads or select the check box in the header to select all threads. Actions include marking threads read or unread and setting or clearing flags. Flags mark threads for later attention.