



Collecting Discussion Posts

On the Thread Detail page, you can read one thread at a time. To read multiple threads from the same forum, use the **Collect** button.

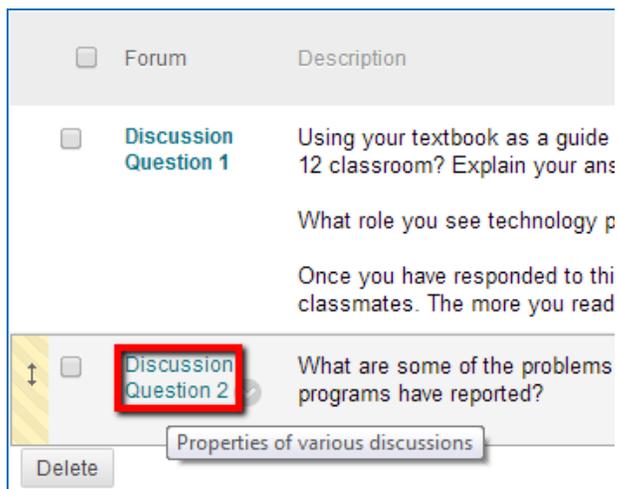
The Collect function is also available from the Forum page, where you can gather all the posts made to different threads. After collecting posts, filter and sort the messages to further organize them.

A student posts a question to request help, and seven classmates reply. The student can collect the initial post and the replies on one collection page to read or print.

To select all the posts in a thread, click the **Select All** checkbox above the Message List. All checkboxes for all the posts are selected whether they are expanded or collapsed.

Follow these steps to collect some or all posts in a thread:

1. Navigate to the Discussion Board, and open a forum.



2. On the Forum page, select the checkboxes of the threads to collect. In Tree View, the collection can include or exclude selected replies: Click the plus (+) icon to expand a thread, and select or deselect the appropriate checkboxes for those messages.
3. Click the **Collect** button above or below the list of threads.

Forum: Discussion Question 1
 Organize Forum Threads on this page and apply settings to several or all threads by clicking the column title or the caret at the top of each column. [More Help](#)

Create Thread | Grade Discussion Forum

Thread Actions Collect Delete

<input type="checkbox"/>	Date	Thread
<input checked="" type="checkbox"/>	8/1/13 2:53 PM	technology in Pk-12 classroom
<input type="checkbox"/>	5/31/13 10:02 AM	test
<input type="checkbox"/>	8/11/12 12:30 PM	thread
<input checked="" type="checkbox"/>	2/8/11 8:19 AM	Posting
<input type="checkbox"/>	2/8/11 8:18 AM	Posting
<input type="checkbox"/>	2/8/11 8:13 AM	Posting
<input checked="" type="checkbox"/>	10/23/10 10:41 AM	Instructor Comment

4. On the Collection page, you can read and print the results. On the action bar, click **Print Preview** to open the page in a new window in a printer-friendly format. Posts print in the order they appear on the page. To select which posts appear and in which order, you can filter and sort posts using the **Filter** button and the **Sort By** and **Order** drop-down lists on the action bar.

Collection
 Users can Collect posts into a printable, sortable format. Collections are a good way to organize posts for quick reading. A Collection must be created to tag posts. [More Help](#)

Print Preview Filter

Select: All None Mark

Sort by: Date of Last Post Order: Descending

<input type="checkbox"/>	Thread: technology in Pk-12 classroom	Posted Date: August 1, 2013 2:53 PM
	Post: technology in Pk-12 classroom	Status: Published
	Author: Test Student	

I think that using technology in the classroom is a great idea. My nieces and nephews are all very well acquainted with technology. The youngest is 5 and is already learning how to build webpages! Of course, I know that not all schools are equipped to handle this instruction. I know of some schools that give out laptops to students and use Moodle and other technologies in their instruction, but I am not sure that this is the norm. I would love to be able to see how this is being implemented, but I am not in a classroom.

On this page, you can also reply to posts and mark messages Read or Unread. Click the **Quote** button to include the post's text as part of your reply. To view the responses to a post, click the post's hyperlinked title to navigate to the Thread Detail page.