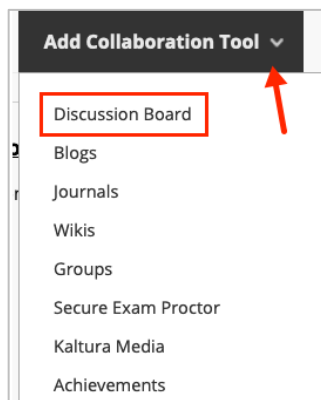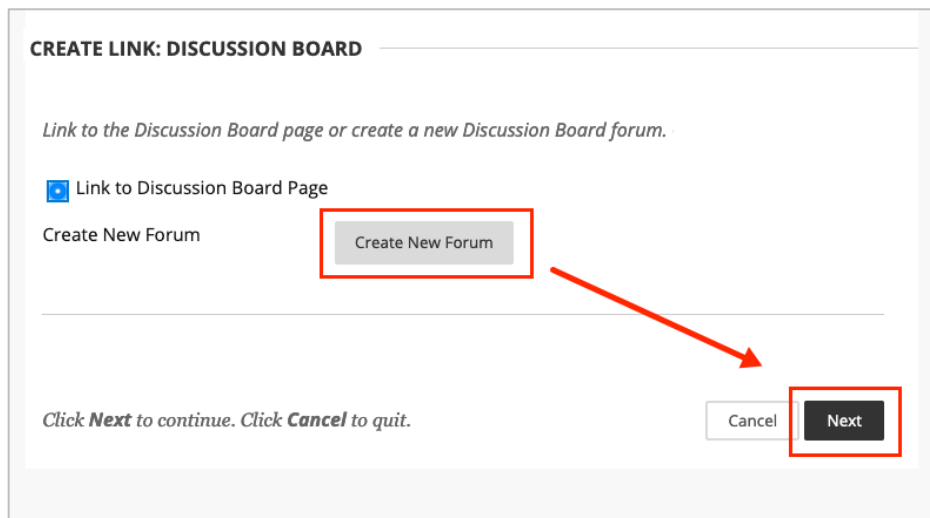# POST FIRST DISCUSSION THREAD SETTING

The Post First Discussion setting requires students to create a thread prior to reading any other posts in the discussion forum. Use this feature if you want students to post their individual response to a discussion question before reading and responding to other posts. Consider explaining to students in the discussion prompt or syllabus that they need to post before they can see others' posts.

Instructions

1. Within a course [content area](#) (i.e., Week 1), click on **Discussion Board** under the **Add Collaboration Tool** tab.
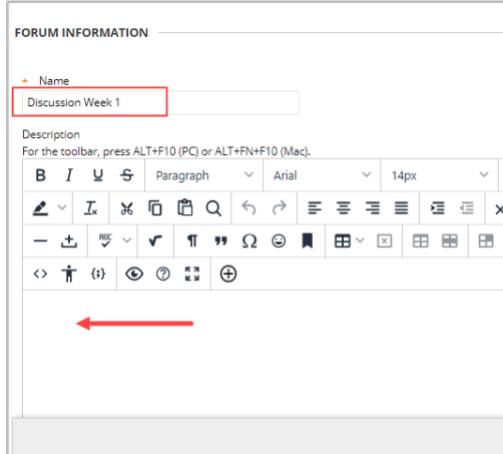

2. Select **Create New Forum** button. Then select **Next**.

3. Provide a **name** and enter a **description** for your forum.
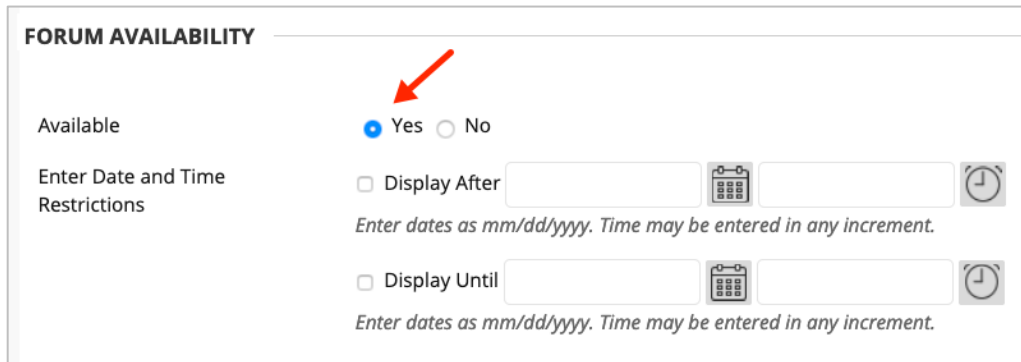
4. In the Forum Availability section, leave Available set to Yes. It is not advisable to enter any date restrictions here. You can enter them later in another step.
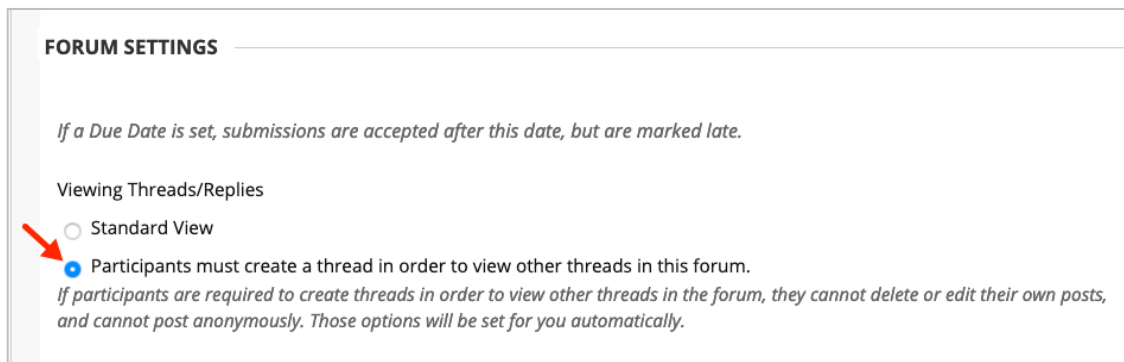

5. In the **Forum Settings** section under Viewing Threads/Replies, click the button next to **Participants must create a thread to view other threads in this forum.**

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6. In the Grade section, click **Grade Discussion Forum** and enter points possible. This will also create a grade center column for you to easily grade the discussion.
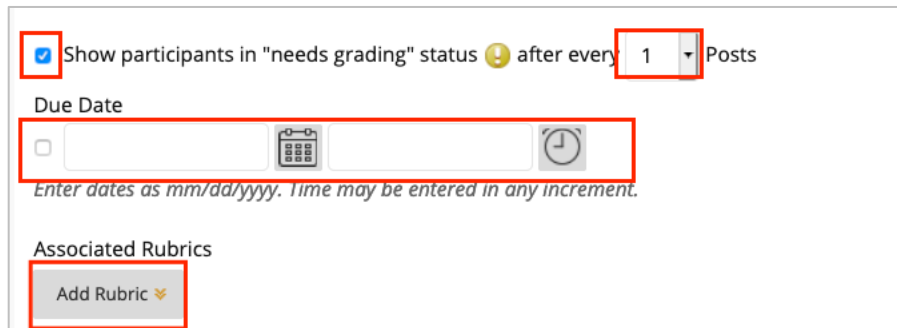

7. Make sure Show participants in "needs grading" status is set to at least **1 post**. Enter a **due date**. Add a ulearn **rubric** if you have one for the discussion. If you don't have a rubric, return to this area later to associate a rubric.
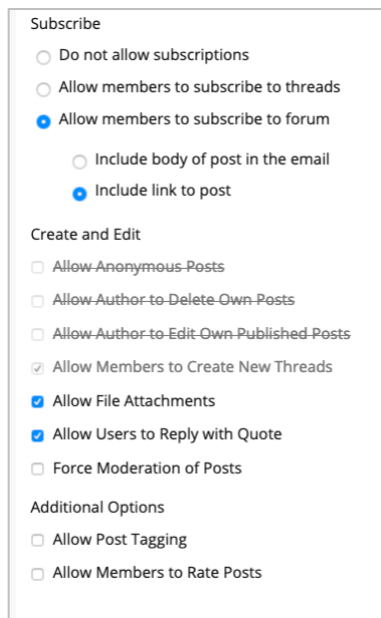

8. Choose any other settings desired for the discussion. Accepting the defaults is fine in most cases. Click **Submit** when done.

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9. On the Create Link page make sure the discussion you created is highlighted and then click **Next**.
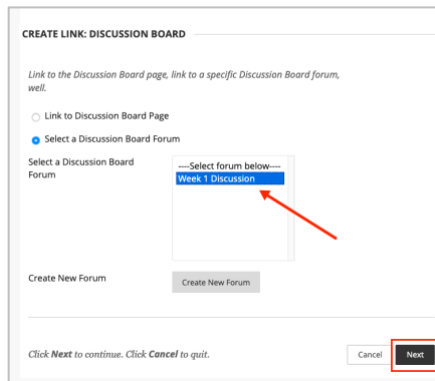
10. Provide a name and instructions. Be as clear as possible with any expectations in the instructions.
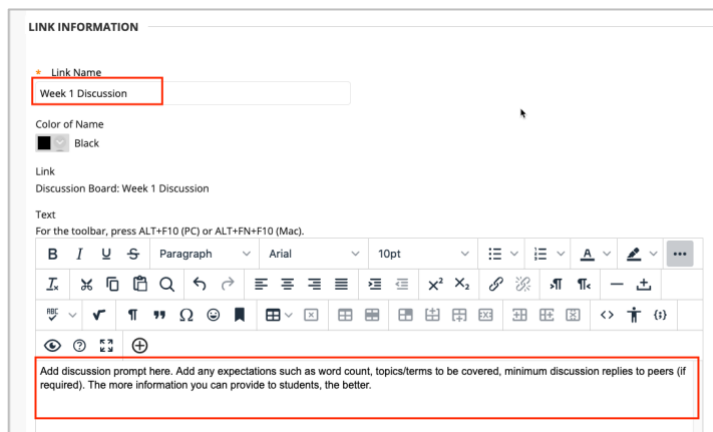
11. Under Options, make sure Available is set to Yes (especially if you have a Display After date set). Enter any Date Restrictions if desired. Click **Submit** when done.

POST FIRST DISCUSSION
THREAD SETTING