

How to Post to the eLearningBCC Discussion Board

Most online classes require student interaction through the discussion board. Although you are likely familiar with how to post to a blog or online message board, this document will provide you with information specific to the eLearningBCC platform and should help you troubleshoot common problems.

To post to the Discussion Board, click on the **Discussion Board** icon on the menu.



This will take you to the **Discussions** area in the main window and will show you a list of all the discussion topics. Most classes have multiple topics and they may be titled and arranged differently in each course site. Make sure you take the time to understand where you are supposed to post for each given assignment!

Your location: **Discussions**

Discussions

All Topics (3 Messages / **3 New**)

All My Posts (0 Messages)

-  [Sample Discussion Board Topic](#) (2 Messages / **2 New**)
You can post comments to the discussion board and you can reply to comments that others have made. Do keep in mind that any comments you post are available to all students enrolled in the course (though not to others outside of the class). Check out the Netiquette Guidelines posted in the Course Content area of this site for more information on interacting in an online environment.
-  [Sample Blog](#) (1 Messages / **1 New**)
WebCT 6 does have a blogging component that is available to individual courses. Students can create their own blogs or comment on others. Blogs are available only to the class - no one outside the class can read or access them.
-  [Sample Journal](#) (0 Messages)
Some classes use online journals so students can individually post their thoughts, ideas or reflections. Journals are private between the student and the instructor. Other students in the course can not read their classmates' journals.

Once you click on a topic, you'll be taken into the topic where you can post your message by clicking on the **Create Message** button.

Your location: [Discussions](#) > **Sample Discussion Board Topic**

Sample Discussion Board Topic

Description (click to collapse)

You can post comments to the discussion board and you can reply to comments that others have made. Do keep in mind that any comments you post are available to all students enrolled in the course (though not to others outside of the class). Check out the Netiquette Guidelines posted in the Course Content area of this site for more information on interacting in an online environment.

Topic Type: Threaded
Graded: No
Peer Review: No
Posting Restrictions: Allow post and reply
User Identification: User Name

Create Message

View Drafts

Expand All Collapse All

Display:  Threaded  Unthreaded

 All  Unread

<input type="checkbox"/>	Subject	Messages	Author	Date
<input type="checkbox"/>	Creating Messages (New)	2 (2 Unread)	April Bellafore	March 26, 2007 11:25 AM

 Mark as Read  Mark as Unread  Create Printable View

To read messages that others have posted, click on the subject name and the message will open.

IMPORTANT!

If you click on the Create Message button or you click on a message that someone else has posted and nothing happens it is likely that you have a pop-up blocker installed. Most virus protection programs – like Norton and McAfee have built-in pop-up or ad blockers that have blocked the eLearningBCC discussion board and the mail application. Visit the BCC Wiki at <http://dl.bristol.mass.edu/wiki> to learn how to handle pop-up blockers.

If everything works properly, a new message window should appear when you click on the Create Message button. You can enter your subject and message and can also send attachments if appropriate.

The screenshot shows a web browser window titled "http://srvdl.bristol.mass.edu - Create Message - Mozilla Firefox". The main content area is titled "Create Message". It features a required subject field containing "This is my sample message". Below it is a large text area for the message content, which contains the text: "If you are using the Firefox web browser you'll notice that it underlines misspelled words! Since all instructors require proper spelling and grammar in discussion board posts you should either type your post in Microsoft Word and then copy/paste it into the Discussion Board message, or use Firefox - In addition to underlining misspelled words, it will give you suggestions if you right-click on them." There is an "Enable HTML Creator" button to the right of the text area. Below the text area are checkboxes for "Use HTML" and "Insert equation: New". At the bottom left is an "Attachments: Add Attachments" button. At the bottom are four buttons: "Post", "Preview", "Cancel", and "Save as Draft". A red asterisk and the text "* Required field" are visible below the subject field. The browser's status bar at the bottom shows "javascript:void(0)".

If you are using the Firefox web browser you'll notice that it underlines misspelled words in red!

Since all instructors require proper spelling and grammar in discussion board posts you should either type your post in Microsoft Word and then copy/paste it into the Discussion Board message, or use Firefox.

In addition to underlining misspelled words, Firefox will give you suggestions if you right-click on them – just like in Microsoft Word!

Once you have entered your message, click the Post button to submit your post to the Discussion Board. That's it!