Canvas Threaded Discussions

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Canvas Threaded Discussions

Canvas provides an integrated system for class discussions, allowing both instructors and students to start and contribute to as many discussion topics as desired. Discussions allows for the interactive communication between two or more people; users can participate in a conversation with an entire class or group.
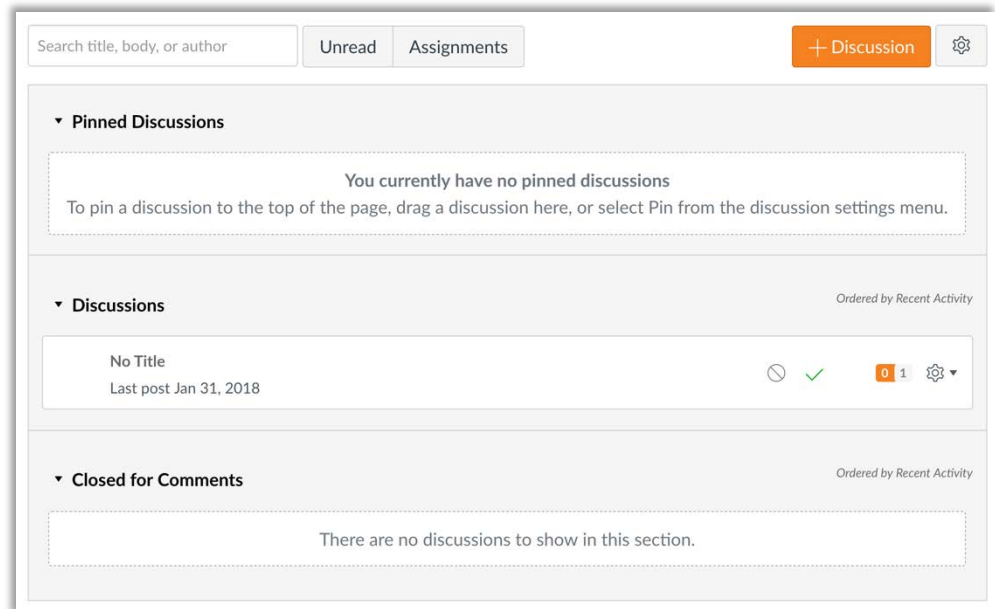
To access the discussion tool, click the **Discussions** link in the navigation menu.

Pinned Discussion: holds discussion thread you have pinned for students. *To pin a discussion, click the gear icon*.

Discussions: will house all discussions not pinned or closed for comment.

Closed for comments: holds discussion you have closed.

Discussion "Global" Settings

You can edit settings for all discussions by clicking the gear icon, located in the upper right-hand corner.

From this menu you can enable or disable options for your discussions.

Manually mark posts as read: will require you to mark replies as read.
Create discussion topics: will allows students to create discussion topics.
Edit and delete their own posts: will allow students to go back and edit/delete their own post.
Attach files to discussions: will allow students to attach files to discussion posts.
When done editing the settings, click **Save Settings.**
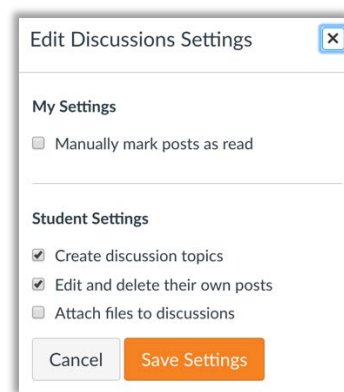
Focused Discussions vs Threaded Discussions

Focused Discussions are relatively short-lived interactions that tend to disappear as the course progresses, such as a weekly forum for questions related to that week's activities. **Threaded Discussions** lend themselves to the refining of complex ideas. Responses and different lines of inquiry that can be quickly navigated due to its hierarchical structure.

Focused Discussions

- answer a single question
- share resources amongst peers
- share solutions to a single problem
- correct misconceptions
- clarify course policies
- get feedback on a work in progress
- share insights about a single reading
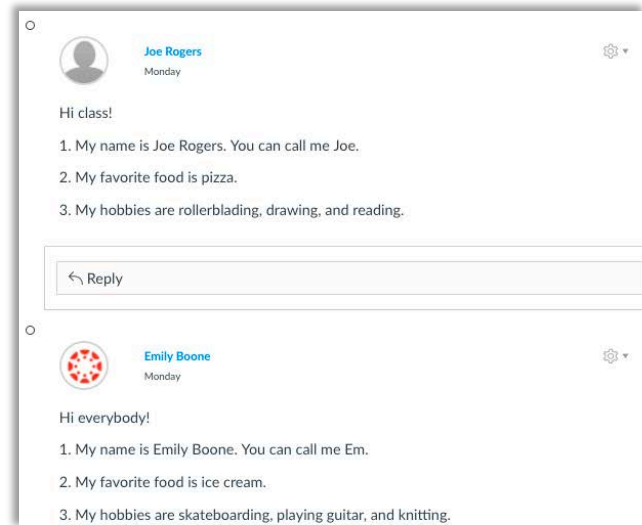
Threaded Discussions

- post and answer multiple related or unrelated questions
- organize results from a complex research activity
- debate the pros and cons of a single issue or multiple issues
- ask multiple questions of a single discussion leader
- refine ideas between multiple discussion leaders and multiple learners
- facilitate group discussions around multiple topics
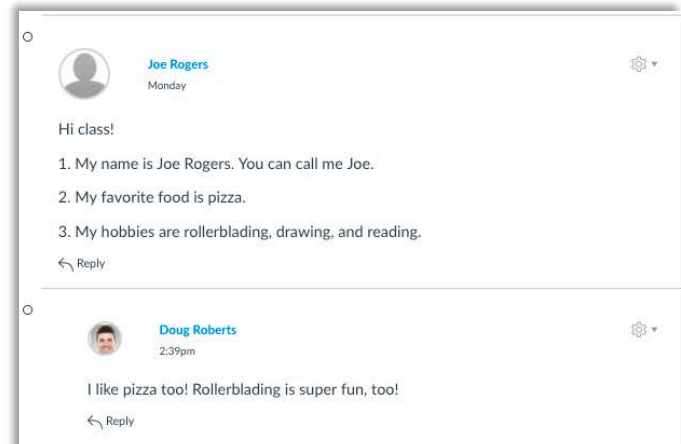
Creating a Discussion

1. To create a discussion, first navigate to the *Discussions* link.
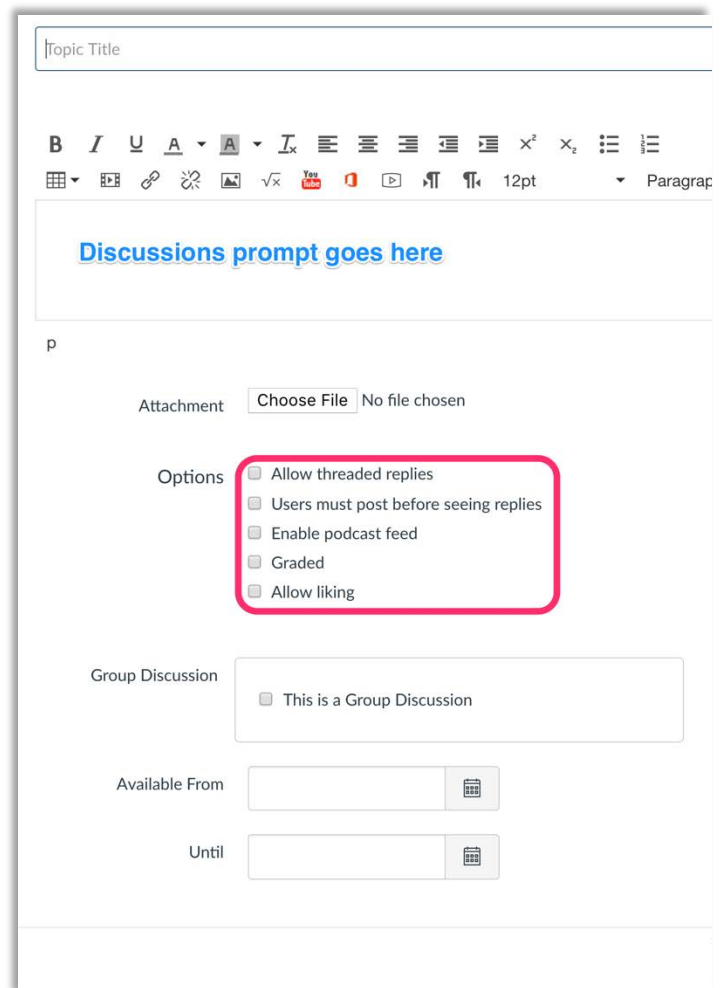
   Discussions

2. Click the **+Discussion** button.

   + Discussion

3. A new page will load with the Rich Content Editor.
4. Enter a title in the *topic title* field. Optional: attach a file.

5. Select the options you want to apply to the discussion.

- **Allow threaded replies**: allows students to reply to each other's post.
- **Users must post before seeing replies**: will hide other responses until the student submits their initial reply.
- **Enable podcast feed**: allows you to "export" your discussion to an external RSS feed.
- **Graded**: this option will add the discussion to your gradebook.
- **Allow liking**: will allow students to "like" replies.
- **Group Discussions**: if you have set up student groups, you can assign discussions to specific groups.
6. **Available from/until:** will open and close access your discussion at the dates and times set.
7. Click **Save** or **Save and Publish.**

Topic Title

Discussions prompt goes here

p

Attachment   Choose File   No file chosen

Options   ☐ Allow threaded replies
           ☐ Users must post before seeing replies
           ☐ Enable podcast feed
           ☐ Graded
   ☐ Allow liking

Group Discussion   ☐ This is a Group Discussion

Available From

Until

Rich Content Editor

The Rich Content Editor includes the content area and the content selector. Anything that can be viewed in a web browser can be inserted into the Rich Content Editor content area [**1**]. Content can also input HTML directly into Canvas using the HTML Editor link [**2**]. Users can also easily link to course content using the Content Selector [**3**], which is displayed in the sidebar any time the Rich Content Editor is open. Depending on the feature area being viewed (course or group), users may be able to link to existing files, images, or links, and upload new files and images.
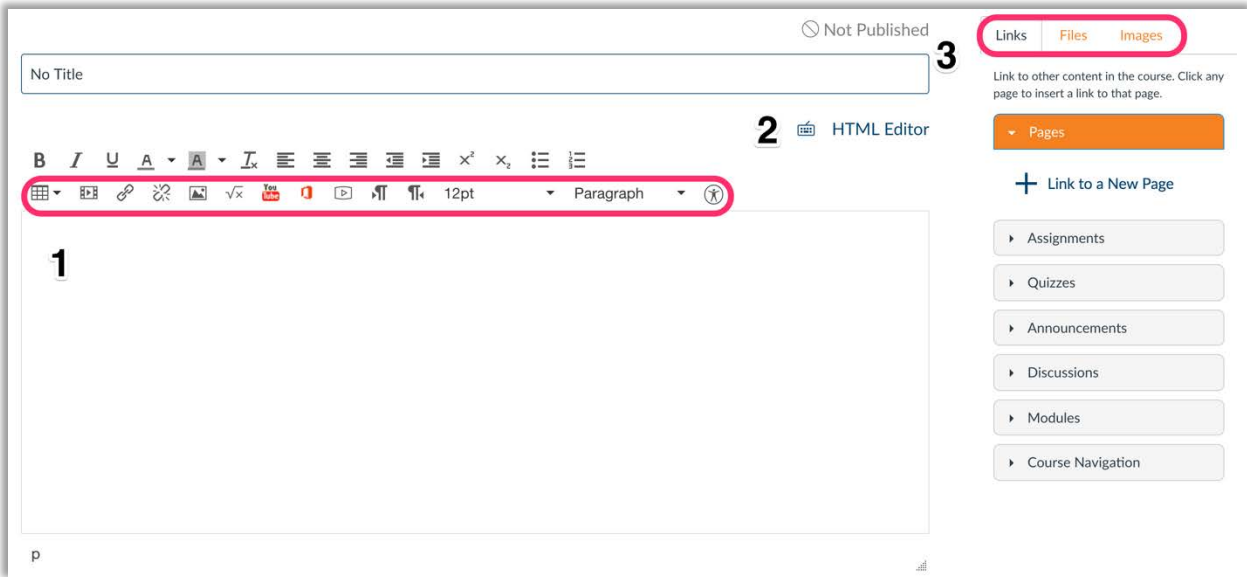
The items located in the Rich Content Editor include media recording, hyperlinking, YouTube embedding, Office 365 file integration, along with text formatting tools.

Linking to a YouTube Video

You can embed YouTube videos directly from within the Rich Content Editor.
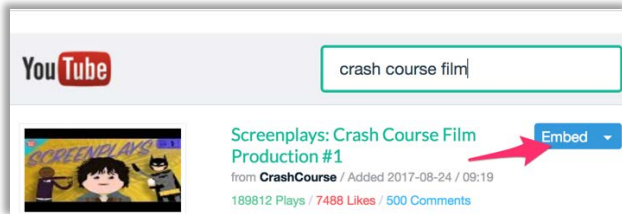
1. Click the YouTube button located above the text entry field.
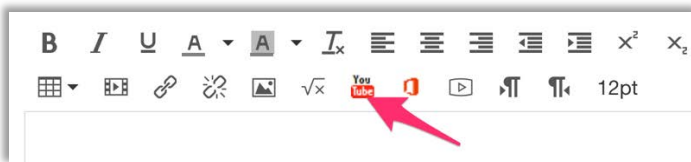
2. Search for the video you want to embed.
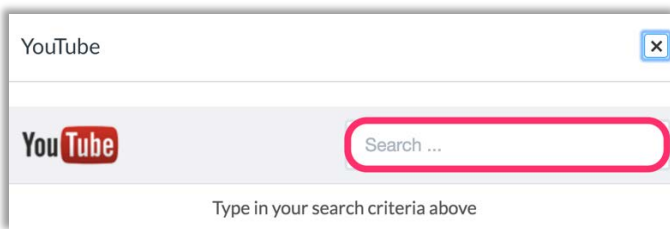
3. Click **Embed** to add the video to the Rich Content Editor.
   Optional: Select the dropdown arrow to adjust the size of the embedded video.

4. Make any other changes to the content, then click **Save.**
   You can also copy and paste YouTube links into the Rich Content Editor, Canvas will generate a small preview window after saving.
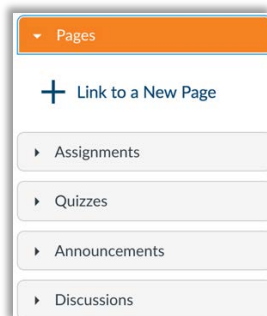

Linking to Content in Your Canvas Course

You can link to almost any content already in your Canvas course. This includes quizzes, assignments, content pages, files, images, etc.

1. To link to previously created content, select the appropriate tab in the Content Selector.

2. Select the content you want to link to.
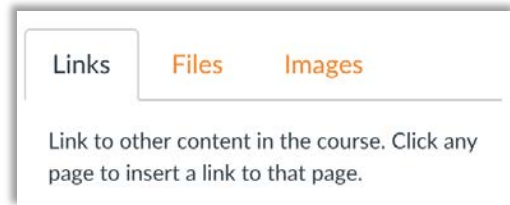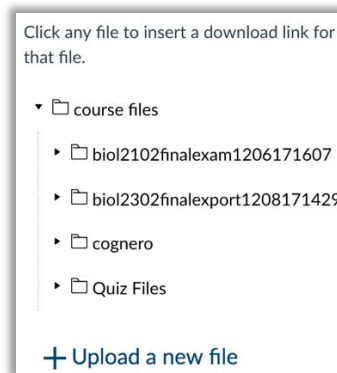
Links	Files	Images

3. A link will be automatically generated for the content chosen.
   Optional: enable auto-open for files.
4. When done making changes, click **Save.**

Creating Student Groups

Groups are like a smaller version of your course and are used as a collaborative tool where students can work together on group projects and assignments. Within each group, students can create pages, announcements, collaborations, discussions, and calendar events in real time.
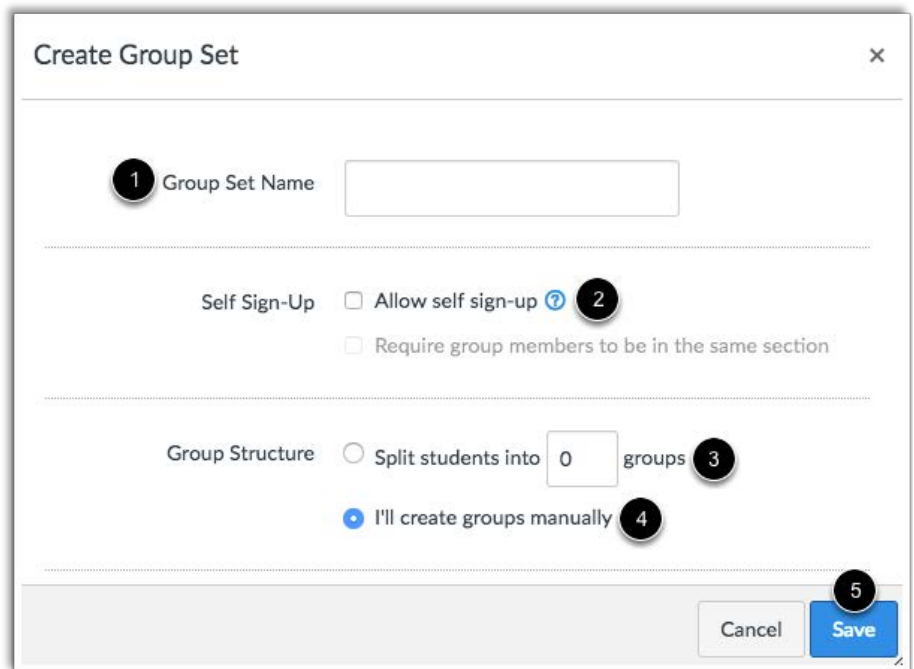
1. In Course Navigation, click the **People** link.
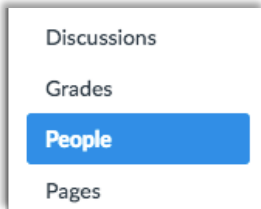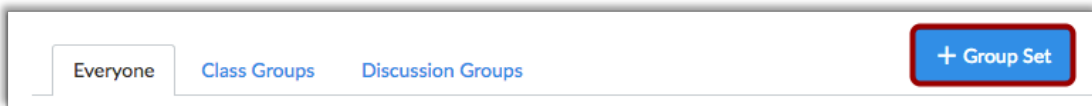
Name the new group by typing it in the Group Set Name field **[1].**

Optional: You can allow self sign-ups by selecting the *Allow self sign-up* checkbox **[2].**
You can automatically split the group set into a number of equal groups by clicking the **Split students into [number] groups radio button [3]** and then typing the number of groups in the dialog box.
You can manually create the groups by clicking on the, "I'll create groups manually radio button" **[4].**
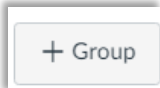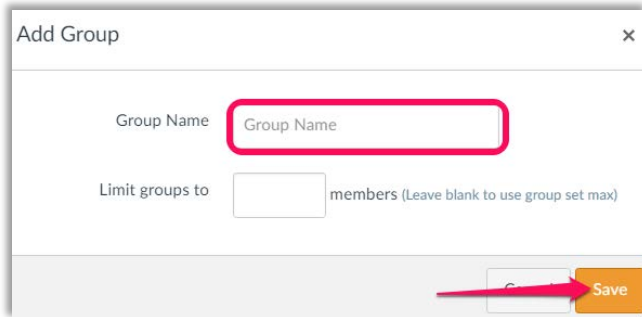Click the **Save** button **[5].**

Notes: Except when creating groups manually, you can automatically set student group leaders.
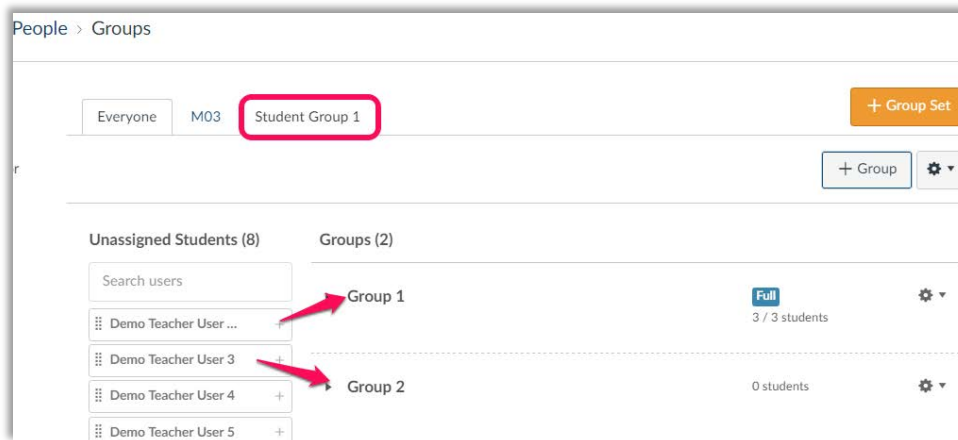
Manual Group Assigning

1. Under the People tab, select the Group Set and click the **+Group** button.

2. Name the Group and select the maximum number of group members.

3. Begin adding your students to their individual groups. **Click and drag** the student's name into a group.
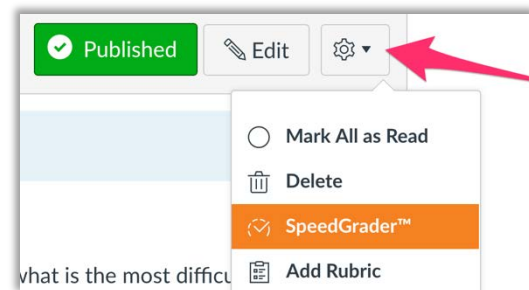

Grading Discussions with SpeedGrader™

As an instructor, SpeedGrader™ allows you to view and grade student assignment submissions in one place using a simple point scale or complex rubric. Some document assignments can be marked up for feedback directly within the submission. You can also provide feedback to your students with text or media comments.
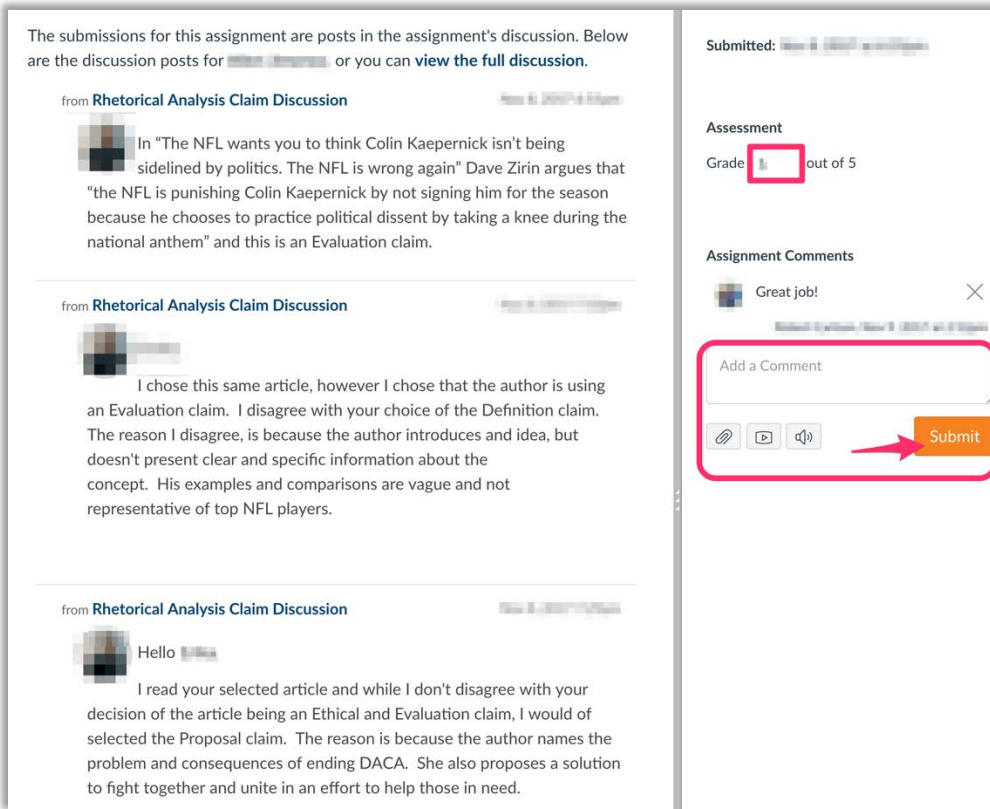
SpeedGrader™ is accessible in all assignments (assignments, quizzes, discussion, etc).
To access SpeedGrader™ for a discussion, click the gear icon, then click SpeedGrader™.

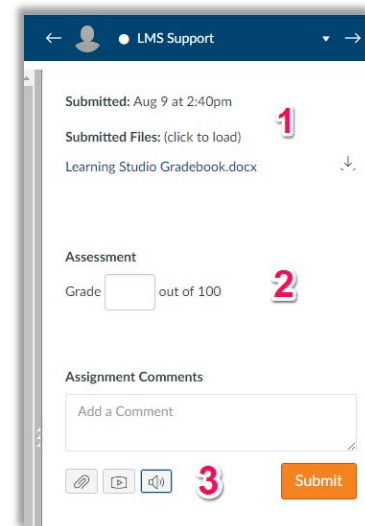*You can also access the SpeedGrader™ from the gradebook.

**Using the SpeedGrader™ with discussions does <u>not</u> give you access to all annotation tools.

1. There are three main components of the feedback area.
   Assignment details: includes details such as submission date/time.
2. **Grade**: allows you to insert a number grade.
3. **Additional feedback**: includes options for file attachments, audio or video recording, and text comments.

**Use the arrows next to the student's name to switch between submissions.