

OpenKGUMSB

**FORUMS MANUAL FOR
TEACHERS**

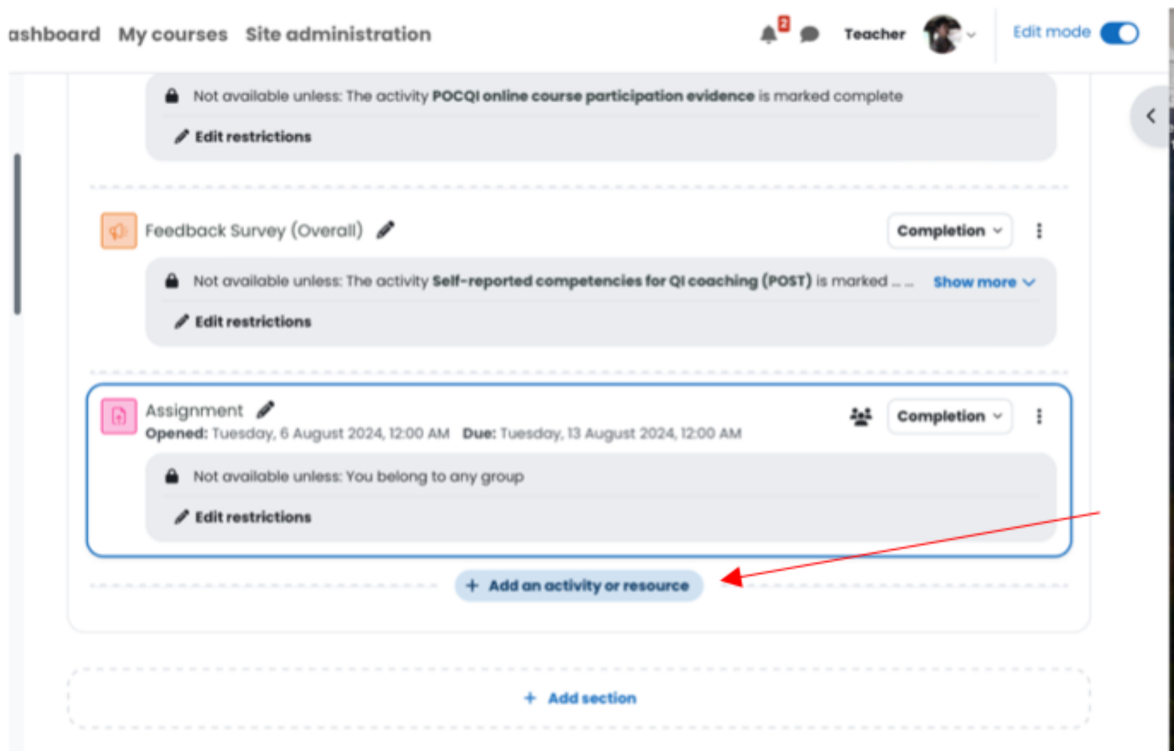


OpenKGUMSB Teacher Forums Manual

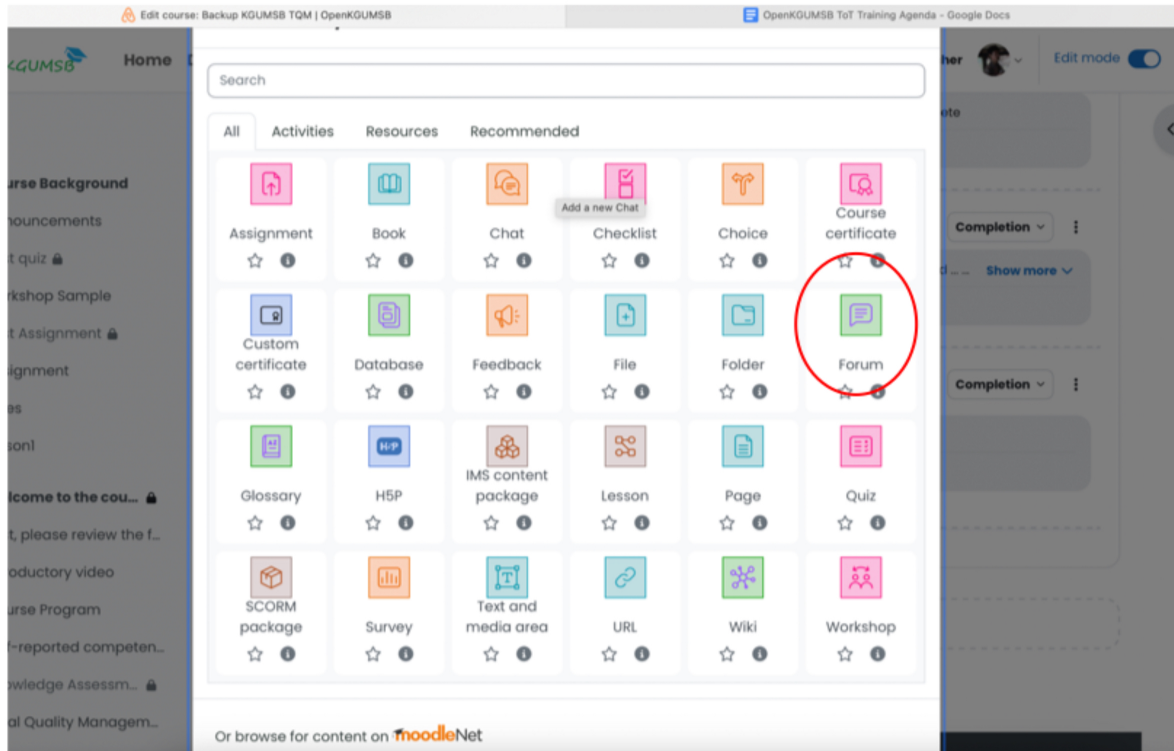
Written by:	ICT UNIT (OOP, FNPH, FOTM, FOUGM)
Department:	KGUMSB
Date:	09-08-2024
For:	OpenKGUMSB Teachers

Forums

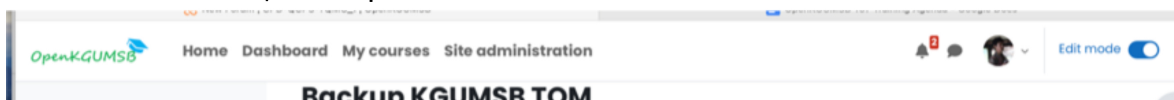
1. To create a forum, turn the edit mode and click on "Add on activity or resource".

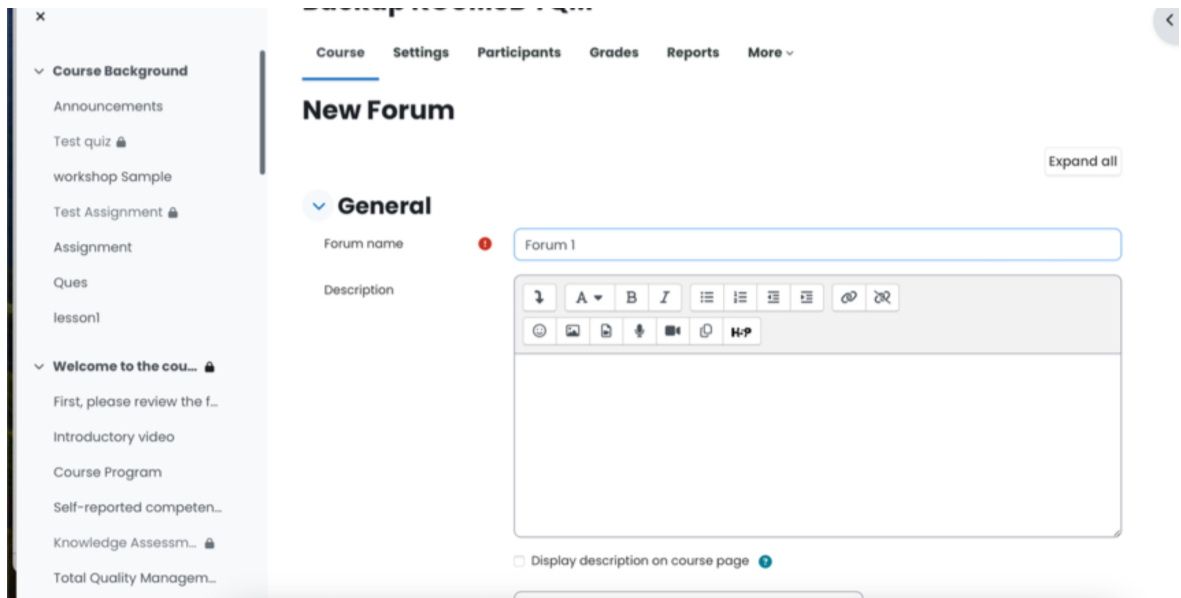


2. The activity dashboard will appear. Click on Forum as shown below.



3. Give a forum name, description





4. Choose a forum type

a. A Single simple discussion

- A single discussion which everyone can reply to (cannot be used with separate groups)

b. Each person posts one discussion

- Each student can exactly one new discussion topic which everyone can reply to

c. Q & A forum

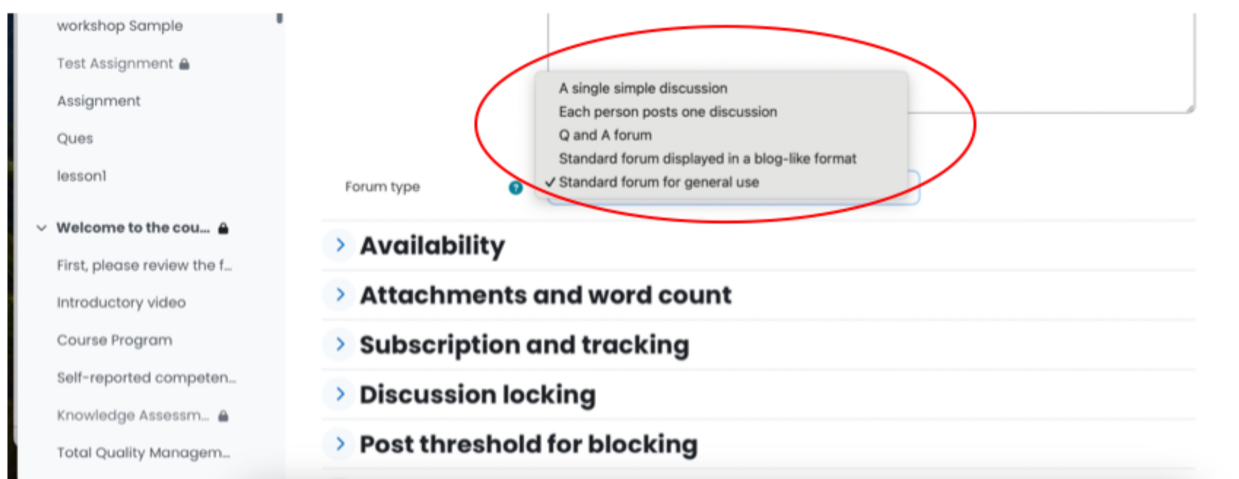
- A student must first post their reply to a question posted by their teacher, before viewing other students' posts.

d. Standard forum with a blog-like format

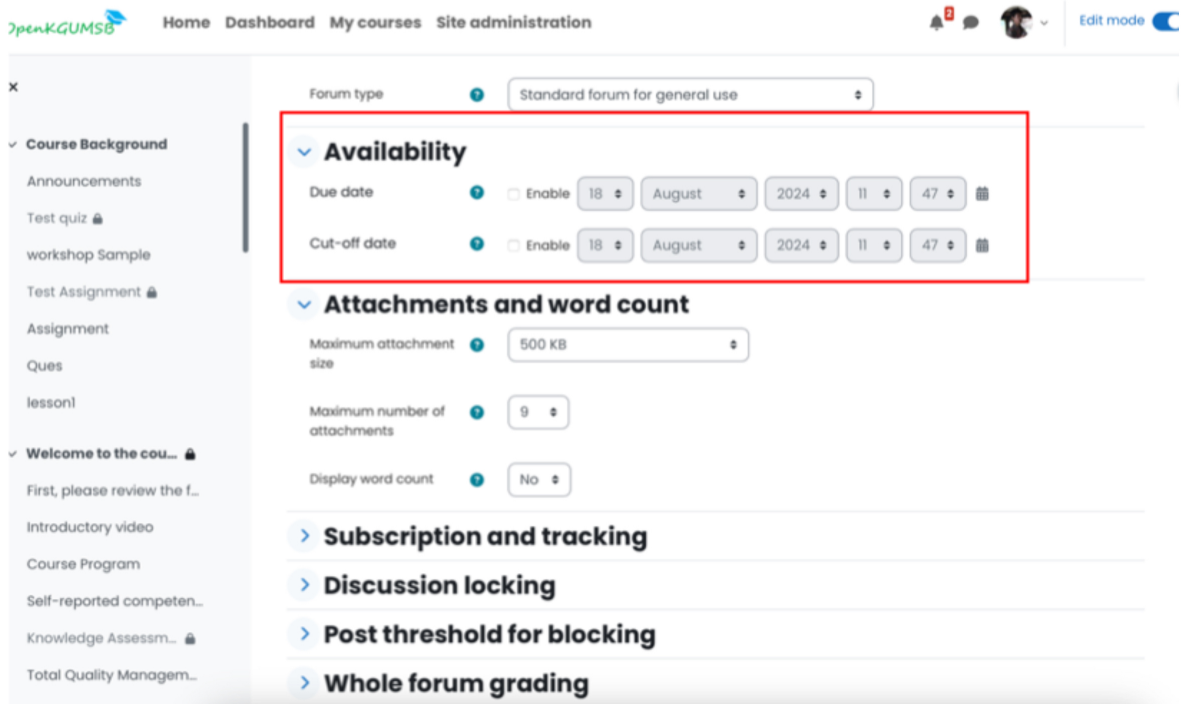
- An open forum where anyone can start a new discussion at any time, and in which discussion topics are displayed on one page with "Discuss this topic" links

e. Standard forum for general use

- An open forum where anyone can start a new discussion at any time



5. You can also add the availability date and time



6. After the changes are made, click on save and return to course or save and display to save the forum.

