



How do I modify discussion template settings?

Template Settings control the default settings of each created discussion. These settings can be overridden for a specific discussion or topic, but must be manually changed after the default settings template is created.

Go to Discussions.

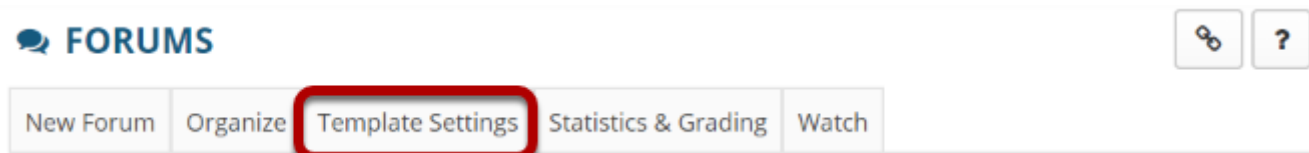
 Announcements

 Discussions

 Assignments

Select the Discussions tool from the Tool Menu of your site.

Click Template Settings.



Configure default settings.

Default Settings Template

Settings from this template will apply each time a new Forum or Topic is created. You can override these settings for a specific Forum or Topic after it has been created.

The default settings template allows you configure the default settings for all new Discussion and Topics in this site.

Choose Discussion Posting settings.

Forum Posting

Moderate topics in forums

Yes

No

Require users to post before reading

Yes

No

Template Settings allow the option for all topics in Discussions to be moderated. There is also an option that requires users to post before reading.

Choose Availability settings.

Availability

Show immediately

Specify dates to open (show) and/or close (hide)

Template Settings allow the option for all Discussions to be shown immediately after they are created or based on specified open (show) and close (hide) dates.

Choose if messages are marked "read."

Mark All Messages in Conversations Read

Automatically mark all messages in a conversation as read

Yes

No

Template Settings allow the option for conversations to be marked read automatically.

Select role permissions.

▼ Permissions		
Role	Permission Level	
Instructor	Owner ▼	► Customize
Student	Contributor ▼	► Customize
Teaching Assistant	Contributor ▼	► Customize
Group 1	None ▼	► Customize
Group 2	None ▼	► Customize

Template Settings allow the option to select permission levels within Discussions based on user roles or groups within the site. User roles can be given the title of Author, Contributor, None, Nonediting Author, Owner, Reviewer, and Custom. In the Customize drop-down menu, the check boxes are automatically selected based on the permission level selected. If the check boxes are manually chosen, this fulfills the Custom Permission Level.

Note: You may see different roles depending on whether your site is a course site or a project site, and whether or not there are any groups or custom roles in your site.

Click Save.



Click **Save** to save your settings (or **Cancel** to continue without saving).