

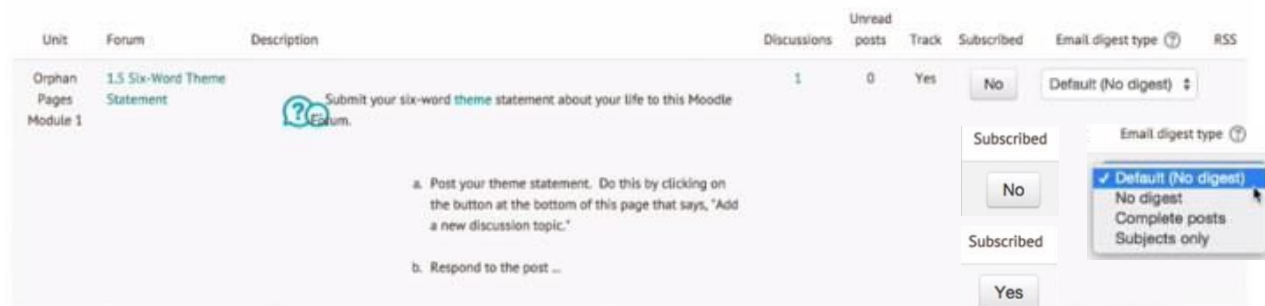
At times you may be required to, or you may wish to, contribute to discussion forums.

Access the **Forums** via the **Communications** button. If your course has forums available, they will be listed here.



Subscribing to a forum means you will receive email updates every time someone posts to the forum. To subscribe, just click the **No** button to change it to a **Yes** and use the drop-down menu to choose the type of email updates you'd like to receive.

Learning forums



To contribute to a forum, just click on the title then click **Add a new discussion topic**.



Add a **Subject** to describe your post and then type the details of your message.



Optionally, you may want to include an attachment. For example, if you wanted to include an image with your forum post, you would just drag and drop the file.



Click the **Post to forum** button when you are ready to submit your post.



Replying to someone else's post is also easy. Just click on the discussion title, then click **Reply**, and follow the same instructions as before.



If you're having trouble finding a particular discussion, try using the **Search forums** tool.



Remember, forum posts can be read by everyone including your teacher, so always make sure to use respectful and appropriate language.

Enjoy using the forums!

Questions?

Give us a call at 1-866-774-5256, ext. 5322 or email moodlesupport@adlc.ca