

Add a new Discussion

In Canvas, **Discussions** can be used as a graded or ungraded assignment. The use of **Discussions** will enhance students' engagement with the course materials and their fellow peers. If a discussion is created as for grading in **Assignments**, the instructor will need a topic to be discussed and a rubric to be used to evaluate students' participation and performance.

- Step 1: Choose Discussions on the second left bar.

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- Step 2: Choose Discussions on the second left bar.



- Step 3: Name the Discussion, ex: Discussion 1, Discussion 2...
- Step 4: Give description for the Discussion.

NOT PUBLISHED

Topic Title

3 HTML Editor

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- Step 5: Choose to upload a file as description or not.
- Step 6: Choose between the options of **Allow threads replies**, **Users must post before seeing replies**, **Enable podcast feed**, **Graded**, and **Allow liking**.

- Step 7: Check if this is a group discussion.
 - Step 7.1: Name the group name.
 - Step 7.2: Choose the features.
 - Step 7.3: Click “Save”.

The screenshot shows a 'Create Group Set' dialog box with the following elements:

- Group Set Name:** A text input field highlighted with a red box and labeled 7.1.
- Self Sign-Up:** Two checkboxes: 'Allow self sign-up' (unselected) and 'Require group members to be in the same section' (unselected). This section is highlighted with a red box and labeled 7.2.
- Group Structure:** Two radio button options: 'Split students into 0 groups' (unselected) and 'I'll create groups manually' (selected). This section is highlighted with a red box and labeled 7.2.
- Buttons:** 'Cancel' and 'Save' buttons at the bottom right. The 'Save' button is highlighted with a red box and labeled 7.3.

Attachment No file chosen **5**

Options Allow threaded replies
 Users must post before seeing replies **6**
 Enable podcast feed
 Graded
 Allow liking

Group Discussion This is a Group Discussion **7**

Available From **8**
Until

9

- Step 8: “available from” and “available to” control if the student has access to discussion or not.
- Step 9: Choose either “Save” or “Save & Publish”.

- Step 10: If choose “Save” and want to publish it afterwards, click on the sign to publish it so student can have access to it, and the sign will change to a check in a green circle.

