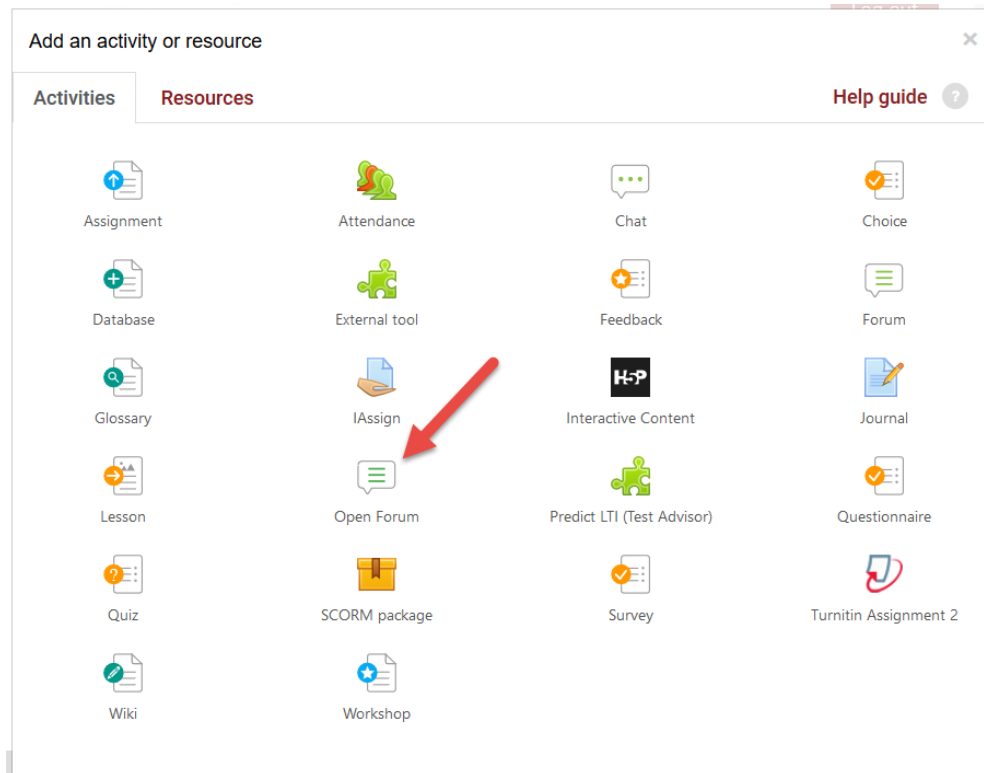


Open Forums Settings



There are two types of discussion forums in Moodle: **Forum** and **Open Forum**. The **Open Forum** can be set to function exactly as the **Forum** type, but also has advanced grading features and allows private responses to students' posts. The CLT recommends using the **Open Forum** type when creating discussion forums.

General

Add a **Forum Name** and **Description** in the indicated fields. There are several options in the **Forum type** menu. For a typical forum, **Standard forum for general use** is the best option.

Adding a new Moodlerooms Forum to Unit One

Forum name * Required

Vocabulary Discussion

Description

Paragraph **B** *I* [List] [List] [Link] [Image] [Video] [Code] [Quote]

In this page, students will discuss the vocabulary terms.

Path: p

Display description on course page ?

Display recent posts on course page ?

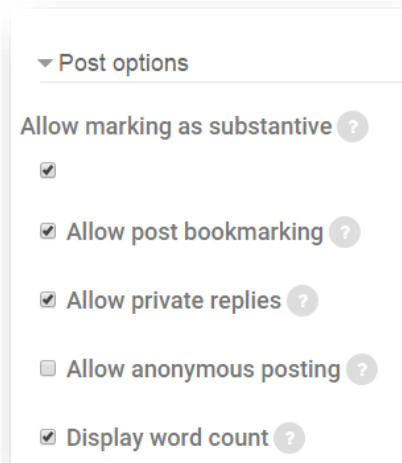
Forum type ?

Standard forum for general use

Save and return to course Save and display Cancel

Post Options

Under the **Post options** heading, you can set various options for posts, including the option for instructors to flag posts they find substantive or to reply in private to a student who made a post. If **Display word count** is set to 'Yes,' each post will display the total number of words it contains.



Attachments

The **Maximum attachment size** menu can be set to the desired size for attachments, up to 500MB. If no attachments are desired within the forum, this can be set to **Uploads are not allowed**. **Maximum number of attachments** determines how many files can be attached to a single post, and if set to **0** will prevent any files from being attached.

Subscription

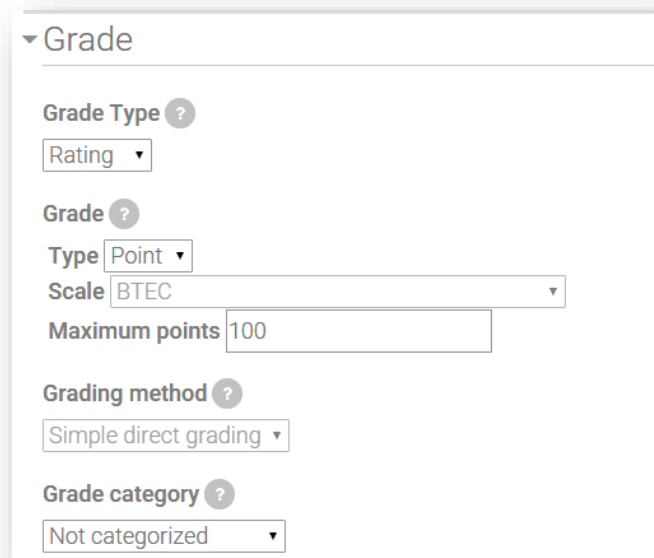
The **Subscription mode** option controls whether students and instructors can choose to receive emails every time a post is made to the forum.

Post Threshold for Blocking

This can be set to prevent students from posting more than a set number of posts within a set amount of time.

Grading

There are two ways to grade Open Forums: **Ratings** and **Manual Grading**.



Grade

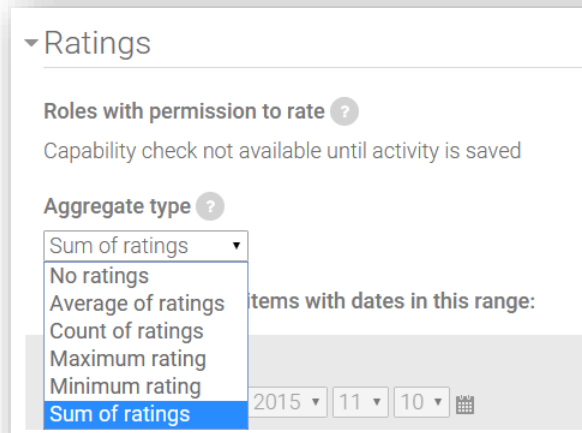
Grade Type ?
Rating ▾

Grade ?
Type Point ▾
Scale BTEC ▾
Maximum points 100

Grading method ?
Simple direct grading ▾

Grade category ?
Not categorized ▾

Ratings Settings



▼ Ratings

Roles with permission to rate [?]
Capability check not available until activity is saved

Aggregate type [?]

- Sum of ratings
- No ratings
- Average of ratings
- Count of ratings
- Maximum rating
- Minimum rating
- Sum of ratings

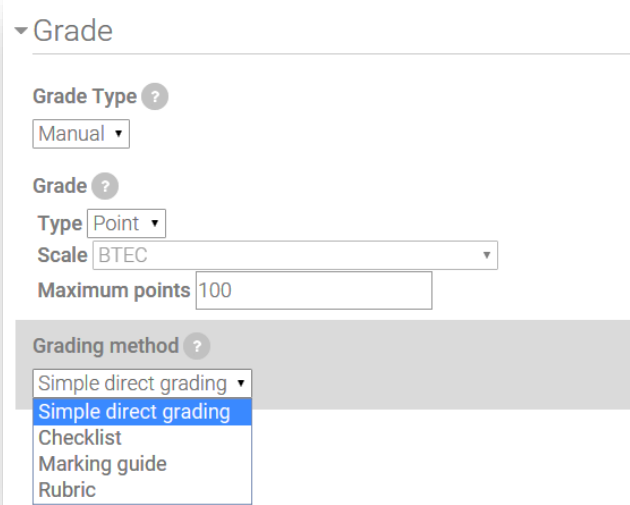
Items with dates in this range:
2015 ▼ 11 ▼ 10 ▼

No ratings: There will not be an option to assign grades. This could be helpful in a general FAQ type forum.

Average of ratings: An average of all grades assigned to the posts in this individual forum will be recorded in the Gradebook.

Sum of ratings: Adds the grades for each individual forum post together for a cumulative score for the entire forum.

Manual Grading settings:



▼ Grade

Grade Type ?
Manual ▼

Grade ?
Type Point ▼
Scale BTEC ▼
Maximum points 100

Grading method ?
Simple direct grading ▼
Simple direct grading
Checklist
Marking guide
Rubric

Simple direct Grading: Posts are graded directly from the gradebook.

Checklist: Allows the creation of a Checklist which is used to grade posts to this forum.

Marking Guide: Allows the creation of a Marking Guide which is used to grade posts to this forum.

Rubric: Allows the creation of a Rubric which is used to grade posts to this forum.

For assistance creating and using the Manual Grading features, please contact the CLT for a consultation.