

Tutorials



Subscribing to a Discussion Topic in D2L – D2L Tutorial

This tutorial is for students who have been asked by their instructor to use the **Discussions** tool in D2L. For further information, please contact <u>elearning@camosun.ca</u> for assistance.

Scenario

This tutorial will cover the steps involved with subscribing to a Discussion Topic so that you are emailed notifications whenever there is a post in that Topic.

Steps

- 1. Go to Camosun.ca, and log into D2L. Then go to your course site.
- 2. Click on the Tools drop-down menu for your course, and select **Discussions**. Note that you might also find **Discussions** on the navigation bar of your course if your instructor has placed it there.

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News Welcome to D2L Posted Mar 21, 2014 10:52 AM Today we will be giving you an over know if you have any questions. Show All News Items		Calendar Classlist Content Discussions Dropbox Email Glossary Grades Graups Locker	the too	X	Image: Constraint of the students of the students of the students who seek knowledge here.
L		Quizzes			Bookmarks 🗸

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3. Click on the "Click to show..." link to see a list of the Topics in the Forum you want to post to.

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Discussions	Settings 🕜 Help
Discussions List Subscriptions	
Filter by: Unread	▼ Hide All Topics
Student Introductions ~	
Click to show: 0 Unread Posts (0 total) - 1 topics in Student Introductions	
Assignment 1 Discussion Click to show: 0 Unread Posts (0 total) - 2 topics in Assignment 1 Discussion	

4. Click the title of the Topic you wish to post to.

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Discussions			🌣 Settings 🕜 Help
Discussions List Subscriptions			
Filter by: Unread			▼ Hide All Topics
Student Introductions ~			
Topic	Threads	Posts	Last Post
Why are you here? This Topic is called "Why are you here?". Post 1-2 paragraphs explaining why you are taking this course and about what your learning expectations are (i.e., what are the top three things you hope to learn from this course).	0	0	

5. Click **Subscribe** to subscribe to this Topic.

Training Course 03 Course Home My Tools 🗸				
Discussions List 👌 View Topic	Settings	Help		you 🔎
Why are you here? ~ Subscribe This Topic is called "Why are you here?". Post 1-2 paragraphs explaining we taking this course and about what your learning expectations are (i.e., what three things you hope to learn from this course). Start a New Thread				
Filter by: All Threads 🗸		Recent Activity	nt Activity 🗸	
There are no threads in this topic.				

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6. When you click Subscribe, select **Show notifications in minibar only** (so you will see the red dots at the top of the D2L page), **Send me an instant notification** (emails every time there is a post in this Topic), or **Include in my summary of activity** (so posts to this Topic will be sent along with other notifications in your course). Then click **Subscribe**.

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	Customize Notifications X	
	Customize notifications for the discussion topic	
	"Why are you here?".	
	Notification Method	2
	Show notifications in minibar only	
	Send me an instant notification	
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· F		
lea	Emails will be sent to @email.ca	
5 CI		
	Subscribe Cancel	

7. You will now see the word "Subscribed" at the top of the Topic, and you will receive notifications (on the main D2L navigation bar, or in your email if you have set those notifications up) every time someone posts to this Topic.

Training Course 03 Course Home My Tools ↓				
Discussions List > View Topic	🔅 Settings	Help	Search Why are	you 🔎
Why are you here? ~ Subscribed This Topic is called "Why are you here?". Post 1-2 paragraphs ex- taking this course and about what your learning expectations are three things you hope to learn from this course). Start a New Thread				
Filter by: All Threads 🗸		Sort by: Most Recent Ac		
There are no threads in this topic.				

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