



## Editing a Post in Discussions – D2L Tutorial

This tutorial is designed for faculty who have previous experience using the Discussions tool D2L. For further information or assistance, go to our [Team Dynamix Support portal](#) and click the appropriate Category to submit a ticket.

### Scenario

This tutorial will cover the steps involved when you wish to edit your own post, or the post of a student.

### Steps

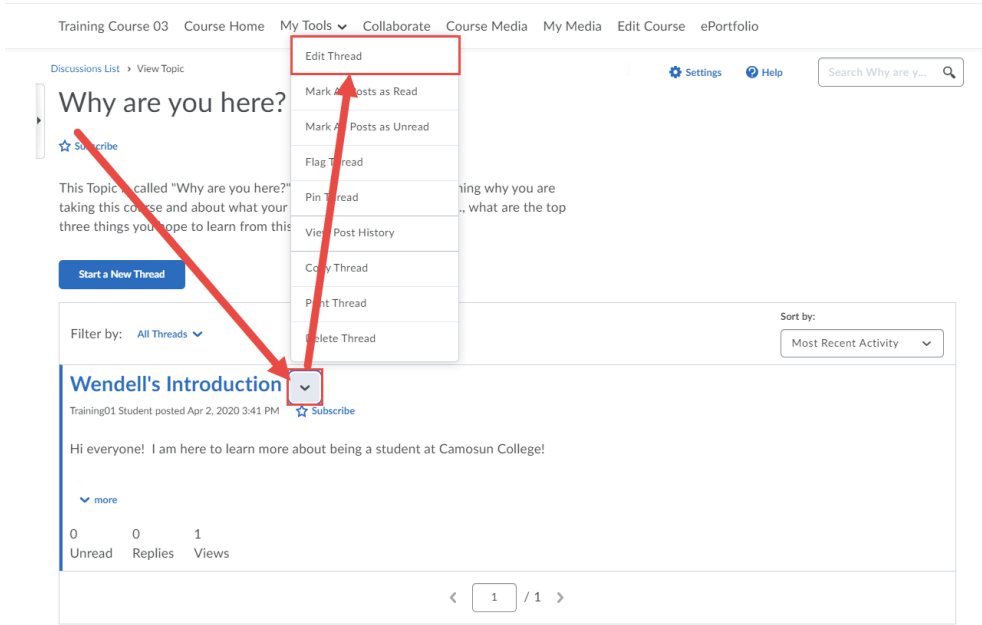
1. Go to the **Discussions** tool in your course.
2. Click on the title of the **Topic** containing the post you want to edit.

The screenshot shows the D2L Discussions interface. At the top, there are links for Settings and Help. Below that, there are tabs for Discussions List, Subscriptions, Group and Section Restrictions, and Statistics. A 'New' button and a 'More Actions' dropdown are visible. The 'Filter by' section shows 'Unread' and 'Unapproved' options, along with a 'Collapse All Forums' button. The main content area shows a list of topics. The first topic is 'Introductions', which is expanded to show 'Student Introductions'. Below this, a table lists topics. The first row in the table is 'Why are you here?', which is highlighted with a red box and a red arrow pointing to it. The table has columns for Topic, Threads, Posts, and Last Post. The 'Why are you here?' topic has 1 thread and 1 post. The last post is by Training01 Student on April 2 at 3:41 PM.

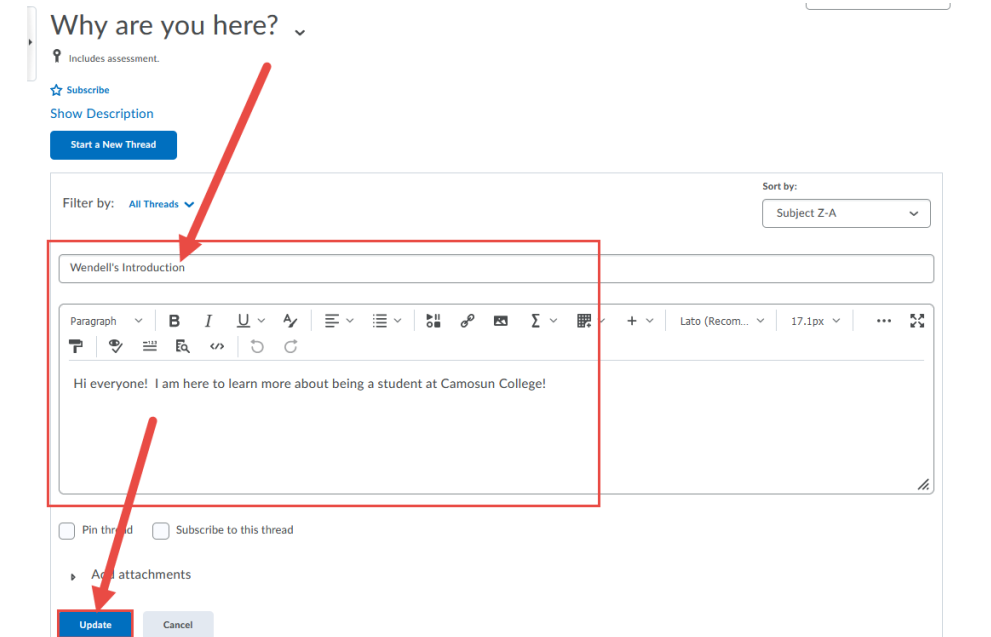
Topic	Threads	Posts	Last Post
<a href="#">Why are you here?</a>	1	1 (1)	Training01 Student April 2 at 3:41 PM



3. Click the down arrow next to the title of the post you want to edit, and select **Edit Thread**.



4. Make your edits and click **Update**.



## Things to Remember

Only you, as the instructor, can edit posts by those other than you. Students can edit only their own posts. Make sure to let the student know you are editing their post!



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