

## D2L 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 or assistance, go to our <u>Team Dynamix Support portal</u> and click the appropriate Category to submit a ticket.

## 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.



This content is licensed under a Creative Commons Attribution 4.0 International Licence. Icons by the Noun Project.

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

Training Course 03 Course Home My Tools 🗸	
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.

Training Course 03 Course Home My Tools 🗸			
Discussions			🔅 Settings 🛛 🕑 Help
Discussions List Subscriptions			
Filter by: Unread			▼ Hide All Topics
Student Introductions ~			
Торіс	Threads	Posts	Last Post
Why are you here?  This Topic is called "Why are you here?". Post 1-2 paragraphs explaining why	0	0	
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).			

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 why	vou are			
taking this course and about what your learning expectations are (i.e., what a				
three things you hope to learn from this course).	ie alle top			
0.7.				
Start a New Thread				
		Sort by:		
Filter by: All Threads 🗸		Most	Recent Activity	~
There are no threads in this topic.				

This content is licensed under a Creative Commons Attribution 4.0 International Licence. Icons by the Noun Project.

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**.

		000
	Customize Notifications	×
	Customize notifications for the discussion topic	
	"Why are you here?".	
	Notification Method	
	Show notifications in minibar only	
	Send me an instant notification	
	Send me an instant notification	
	Include in my summary of activity	
F		
ea	Emails will be sent to '@email.ca'	
CI		
	Subscribe Cancel	li.

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.

	Course Home	My Tools 🗸				
cussions List > View 1	Горіс		🔅 Settings	🕜 Help	Search Why are	you 🔎
	Why are you he d about what y	re?". Post 1-2 paragraph our learning expectation:	s explaining why you are s are (i.e., what are the top			
Start a New Thread		uns course,				
Start a New Thread Filter by: All Thread		und course,.		Sort by:	: t Recent Activity	~

This content is licensed under a Creative Commons Attribution 4.0 International Licence. Icons by the Noun Project.

 $\odot$