

How do I view and sort discussion replies as a student?

You can view all replies in a discussion by scrolling or searching content.

Discussion replies are sorted by date in descending order (newest to oldest) by default. Sorting discussion replies applies to the root replies. Threaded replies are collapsable and expandable.

You can also search for discussion replies by author or entry keywords and filter discussion replies by all or unread.

Note: Your instructor can configure the view settings of replies in a discussion, including thread collapse/expansion and sorting options. If these settings are locked, you will not be able to change the view or sort discussion replies.

<https://embed.app.guidde.com/playbooks/eiDkAa1SJ6CZqauihRqghg>

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Open Discussions

Open Discussions

In Course Navigation, click the **Discussions** link.

Open Discussion

[Open Discussions](#)

Click the title of the discussion.

View Discussion

[View Discussion](#)

In a discussion, you have several options to view and sort discussions. Use the search field [1] to search for replies or specific authors. To filter discussion replies by All or Unread replies, select an option from the **View** drop-down menu [2].

By default, discussion replies are sorted by date from newest to oldest. To reverse the sort order, click the **Oldest First** [3]. The selected sort order automatically becomes the new default for the

discussion.

To view threaded replies in a split screen sidebar, click the **View Split Screen** button [4]. To view threaded replies inline, click the Inline button that displays when the View Split Screen button is clicked.

To view threaded replies all at once, click the **Expand Threads** button [5]. To collapse the threaded replies, click the **Collapse Threads** button. When you expand or collapse all discussion threads, they will automatically be expanded or collapsed the next time you view the discussion.

You can view how many total replies and unread replies are in a thread [6]. The number on the left indicates total replies, while the number on the right indicates the number of unread replies.

To subscribe to a discussion, click the **Subscribe** icon [7]. Subscribing to a discussion allows you to follow the discussion and receive notifications as set in your notification settings. You are automatically subscribed to any discussions you reply to. When you create a discussion in a group—or in a course if you have permission—you are also automatically subscribed to the discussion. If you are subscribed, the icon displays a solid green background. To unsubscribe, click the **Subscribe** icon. When you are unsubscribed, the icon displays outlined in black.

View Graded Discussion

[View Graded discussion](#)

If your discussion is a graded discussion, you can view the discussion the same way as regular discussions. However, you can view the number of points the discussion is worth [1], and if there is a due date [2].

View Group Discussion

[View Group Discussion](#)

If a discussion is a group discussion, you can view the group discussion from the course Discussions Index Page or from your group Discussions Index Page.

View Anonymous Discussion Message

[View Anonymous Discussion Message](#)

If the discussion is an anonymous discussion, a message displays. In anonymous discussions, names and profile pictures are hidden on replies and you cannot use @ to mention other users.

View Replies

[View Replies](#)

Discussion replies are shown in order of post date. In discussion replies, the unread icon indicates the reply is new and unread [1]. After you view a discussion reply, the unread icon no longer

displays [2]. When you scroll past a reply, navigate away from the Discussion, or refresh the page, Canvas automatically marks the replies as read. After Canvas has changed the reply status, you can manually mark discussion replies as read or unread at any time.

You can also [change your Discussion Settings](#) so you can manually mark discussion replies as read.

View Inline Discussion Thread Replies

[View Inline Discussion Thread Replies](#)

When viewing inline discussion thread replies, you can collapse and expand the discussion threads by clicking the Expand Threads and Collapse Threads buttons. When a discussion thread reply is collapsed, you can view the reply indicators showing the number of unread and total replies.

To expand the discussion thread replies inline, click the **# of replies** link [1].

View the read and unread replies [2].

To view threaded replies options, click the **Options** icon [3]. You can mark replies as read/unread, mark threaded replies as read/unread, return to the topic, quote the reply, copy a permalink to a reply, or report the reply.

View Split Screen Discussion Thread Replies

[View Discussion Thread Replies](#)

To view threaded replies in a split screen sidebar, click the **View Split Screen** button [1].

When viewing split screen discussion thread replies, you can collapse and expand the discussion thread replies sidebar. When a discussion thread reply is collapsed, you can view the reply indicators showing the number of unread and total replies.

To expand the discussion thread replies sidebar, click the **# of replies** link [2].

View the read and unread replies [3].

To view threaded replies options, click the **Options** icon [4]. You can mark replies as read/unread, mark threaded replies as read/unread, return to the topic, quote the reply, or report the reply.

To copy a permalink to a specific reply, select the **Copy Link** option [5].

To collapse the discussion thread replies sidebar, click the **Close** icon [6].

View Liked Discussions

View Liked Discussions

If your instructor allows you to like replies in a discussion, a Like icon appears next to each reply in the discussion [1]. A solid blue like icon indicates replies that you've liked [2]. The number of total likes also appears next to the icon [3].

View Reply History

View Reply History

If you are allowed to edit their discussion posts, you can view the edit history of your post.

To view the history, click the **View History** link [1].

In the Edit History window, you can view any version with the date and time stamp of your post [2]. To expand all of the versions, click the **Expand all** button [3].

To return to the discussion, click the **Close** button [4].

Search for Reply

Search for Reply

To search for a discussion reply, enter any term in the **Search** field [1]. Search results include matches for user names [2] and reply text [3].

To clear search results and view all replies, remove your search term from the Search field.

Note: If the discussion is an anonymous discussion, student names and profile pictures do not display. Posts created by the instructor display the instructor's name and profile picture.

View Reply Options

View Reply Options

Each discussion reply has its own options menu.

To mark the selected post as read or unread, click the **Mark as ...** option [1].

In original discussion replies, you can return to the main discussion topic by clicking the **Go To Topic** option [2].

In threaded discussions, if you are viewing a reply within a reply, return to the original reply by clicking the **Go To Parent** option [3].

If a reply was quoted in the threaded reply, click **Go to Quoted Reply** to view the reply that was quoted [4].

If you are allowed to edit and delete your own discussion posts, you will also view **Edit** and **Delete** options [5].

To copy a permalink to a specific reply, select the **Copy Link** option [6].

If you are allowed to report replies, you will also view the **Report** option [7].

Reply to Discussion

Reply to Discussion

To reply to a discussion, reply to the main discussion topic by clicking the **Reply** button [1]. If your discussion is threaded, you can reply to any other post in the discussion by clicking the **Reply** link [2].

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