

How do I view Discussions as a student?

The Discussion Index page allows you to view all the discussions within a course as well as participate in course and group discussions.

Note: Your instructor may choose to hide the Discussions link in Course Navigation. If the Discussions link is not available, you can still access Discussions through other areas of Canvas.

<https://embed.app.guidde.com/playbooks/vwGaoRpcBnYEi9KGJVYjGb>

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Open Discussions

Open Discussions

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

Note: If the Discussions link is not available in Course Navigation, you can access course discussions through the Modules page.

View Discussions

View Discussions

Discussions are organized into three main areas.

Discussions [1]: These are current discussions within the course. Discussions are ordered by most recent activity. This section heading only displays if there are discussions within this section.

Pinned Discussions [2]: These are discussions that your instructor wants you to pay specific attention to and appear at the top of the Discussions page. This section heading only displays if there are discussions within this section as designated by your instructor.

Closed for Comments [3]: These discussions have been manually closed for comments, or the discussion is past the available from/until date. These are discussions that are only available in a read-only state and are ordered by most recent activity. This section section heading displays even if there are no discussions within this section.

View Individual Discussion

View Individual Discussion

Each discussion displays whether or not it is a graded discussion [1], the name of the discussion [2], the date on which the last discussion reply was posted [3], the due date (if any) [4], the number of unread/total posts in the discussion [5], and whether or not you are subscribed to the discussion [6].

You can also view availability dates for individual discussions [7].

An unread icon next to a discussion indicates an unread discussion [8]. The number of unread/total posts will not appear for group discussions and discussions that have no discussion replies [9].

There will also be a peer review icon if a graded discussion has been assigned peer reviews [10].

View Availability Dates

View Availability Dates

The first dates you may see are the availability dates. Your instructor may use availability dates to restrict discussion replies to a specified date range. The availability dates are the range of time that the discussion is accessible to you. Availability dates also appear on the Assignments page for all discussions with assigned availability dates.

If the discussion does not have a date listed, the discussion is open; you can reply to the discussion at any time during your course [1].

If the discussion says **Not Available Until** [date], the discussion is locked until the specified date [2].

If the discussion says **Available until** [date], you can reply to the discussion until the specified date [3].

If the discussion is in the **Closed for Comments** section, the discussion cannot accept submissions [4]. Discussions in this section may show a "Was locked at [date]" to indicate when the discussion was closed for comments [5].

Note: If the listed date is set to 12 a.m. the last day for the assignment to be submitted is the full day before the listed date. For instance, if an assignment is Available until December 15, you can access the assignment until December 14 at 11:59 p.m.

View Due Dates

View Due Dates

The second set of dates are the due dates for each respective discussion [1]. However, **due dates only apply to graded discussions**. Any replies to discussions after the due date are marked as late; some instructors may deduct points for late replies. You can still reply to late discussion before the **Available until** date.

Due dates also include a time [2]. If your instructor does not set a due time, the listed date displays the course's default due time.

Note: The Due date may be before or on the Available date.

Filter Discussions

Filter Discussions

There are a few ways to filter Discussions:

1. View All or only unread discussions by selecting an option from the drop-down menu.
2. Search for a discussion by typing a discussion title, a user name, or a keyword in the **Search** field.
3. [Start a new discussion](#) by clicking the **Add Discussion** button. (**Note:** Some instructors may choose to disable this option.)
4. Change the discussions settings to [manually mark posts as read](#) by clicking the **Settings** icon.

Open Discussion

Open Discussion

Click the name of a discussion.

View Discussion

View Discussion

A discussion includes three sections: the discussion toolbar [1], discussion topic [2], and discussion replies [3].

View Discussion Toolbar

View Discussion Toolbar

The discussion toolbar remains at the top of the discussion topic when you are viewing discussion replies.

To search for replies or specific authors, enter your terms in the search field [1].

To filter replies, click the **All** drop-down menu [2]. You can filter by all replies or unread replies.

By default, discussion replies are sorted by date from newest to oldest. To reverse the sort order, click the **Sort** button [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 all at once, click the **Expand Threads** button [5]. You can collapse the threaded replies by clicking the **Collapse Threads** button [6].

To view threaded replies inline, click the **Inline** button [7].

View Anonymous Discussion Message

[View Anonymous Discussion Message](#)

If the discussion is an anonymous discussion, a message displays noting that your name and profile picture will be hidden from other course members.

View Discussion Topic

[View Discussion Topic](#)

The discussion topic section includes important information about the discussion, including the discussion title [1] and description [2].

If enabled by your institution, you can view multiple due dates and checkpoints for a graded discussion [3], the name of the author [4], user role labels for TAs and Teacher (Instructor) roles [5], the date and time the discussion was published [6], the number of points possible (if any) [7], and number of replies [8].

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 Discussion Options

[View Discussion Options](#)

To view the Options menu for a discussion, click the **Options** icon [1].

To mark all replies as read, click the **Mark All as Read** link [2]. To view the discussion rubric, click the **Show Rubric** link [3].

Note: If the Show Rubric link does not display in the Options menu, a rubric has not been added to the discussion by your instructor.

View Discussion Replies

View Discussion Replies

Discussion replies display below the discussion topic. You can [view and sort discussion replies](#) or [report discussion replies](#).

View Inline Discussion Thread Replies

Expand Discussion Thread

When viewing inline discussion thread replies, you can collapse and expand the discussion threads by clicking the **Expand Threads** and **Collapse Threads** buttons [1].

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 [2].

View Inline Discussion Thread Replies

View the read and unread replies [1].

To view threaded replies options, click the **Options** icon [2]. You can mark replies as read/unread, mark threaded replies as read/unread, return to the topic, quote the reply, or report the reply.

Copy Discussion Permalink

Each reply includes a permalink that can be easily copied and shared, providing a direct link to that specific reply. If the reply is part of a thread, the thread will automatically expand to reveal it.

To copy the permalink, click the **Options** icon [1], then select the **Copy Link** option [2].

View Split Screen Discussion Thread Replies

View Split Screen

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

View Split Screen Discussion Thread Replies

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 [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, or report the reply.

To copy a permalink to a specific reply, select the **Copy Link** option [4].

To collapse the discussion thread replies sidebar, click the **Close** icon [5].

View Discussion with Required Replies

[View Discussion with Required Replies](#)

If you are unable to view responses from other students, you may be required to make a reply before you can view them. Once you reply to the discussion, any other replies will be visible.

View Group Discussion

[View Group Discussion](#)

If a discussion is a group discussion, you will be directed to Discussions in your group.

View Rich Content Editor

[View Rich Content Editor](#)

When creating or editing discussion topics or replies, you will enter and edit your content using the [Rich Content Editor](#). The Rich Content Editor allows you to format text, link text to course or external content, insert media, and attach files.

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