NCKU Moodle Instruction Manual – Forum

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Teacher and students can discuss some topics via forum activity. It can encourage students to express their opinions. Forum posts can be rated by teachers and students. Moodle provide five different type of forums.

I. The Type of Forum

1. A single simple discussion

There is only one discussion topic in this type of forum. Everyone is reply this topic and can't add a new topic.
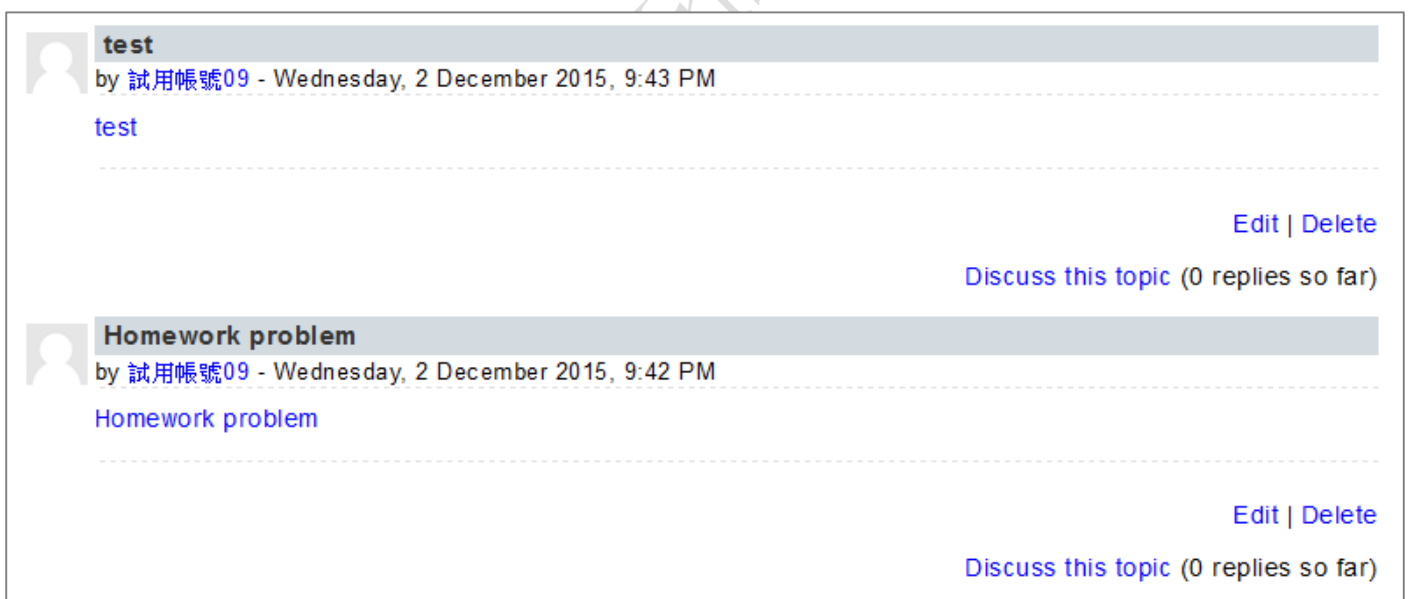
2. Each person posts one discussion

Each student can post exactly one new discussion topic, and everyone can reply it.

3. Q & A forum

Students must post their perspectives before viewing other students' posts

4. Standard forum displayed in a blog-like format.

An open forum where anyone can add a new topic at any time and click "Discuss this topic' link to view the discussion contents.

test
by 試用帳號09 - Wednesday, 2 December 2015, 9:43 PM

test

Edit | Delete

Discuss this topic (0 replies so far)

Homework problem
by 試用帳號09 - Wednesday, 2 December 2015, 9:42 PM

Homework problem

Edit | Delete

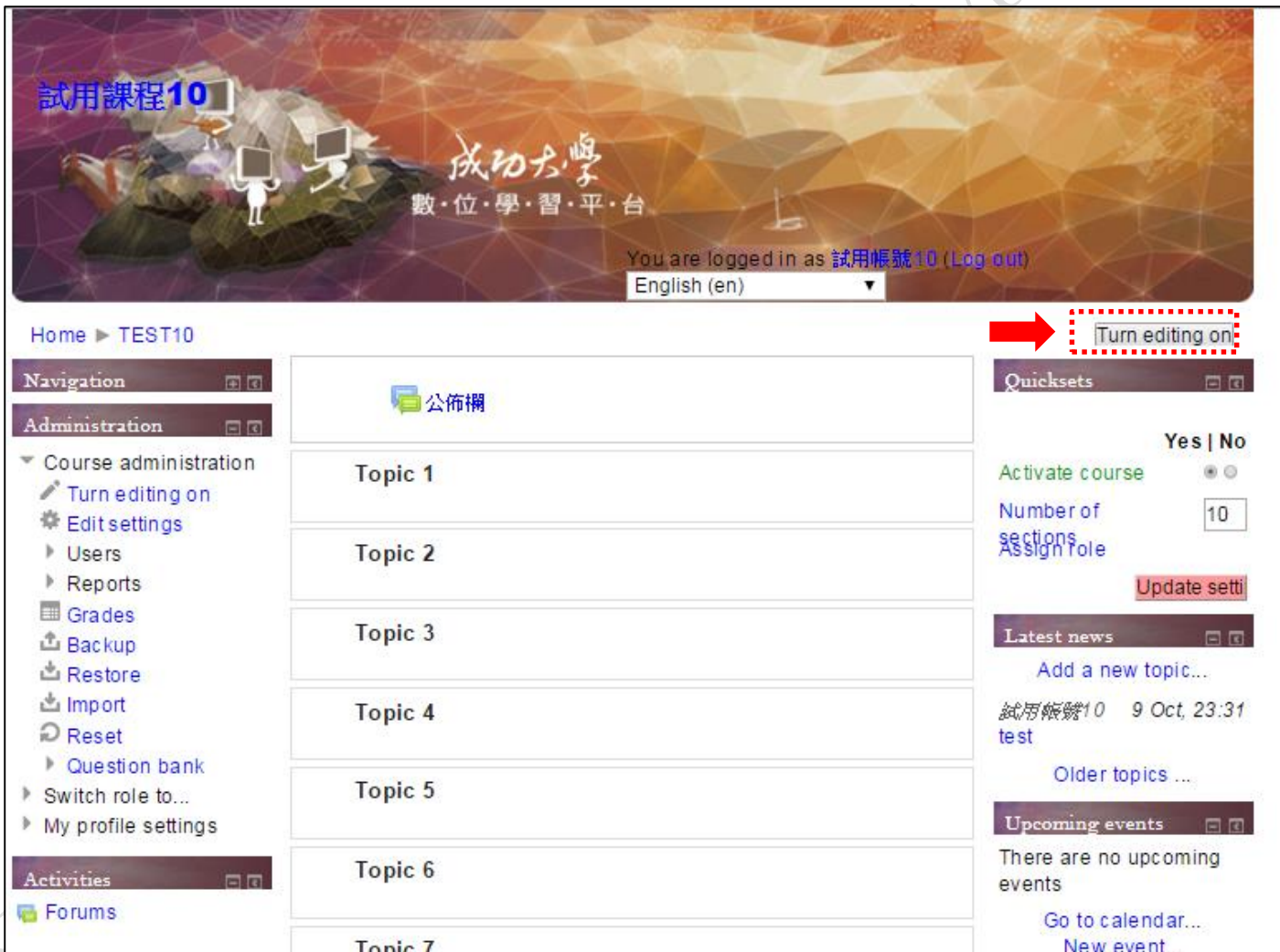Discuss this topic (0 replies so far)

5. Standard forum for general use

An open forum where anyone can add a new topic at any time

Discussion	Started by		Replies	Unread ✓	Last post
Homework problem		試用帳號09	0	1 ✓	試用帳號09 Tue, 1 Dec 2015, 10:26 PM
test		試用帳號09	0	1 ✓	試用帳號09 Tue, 1 Dec 2015, 10:25 PM

II. Create a forum

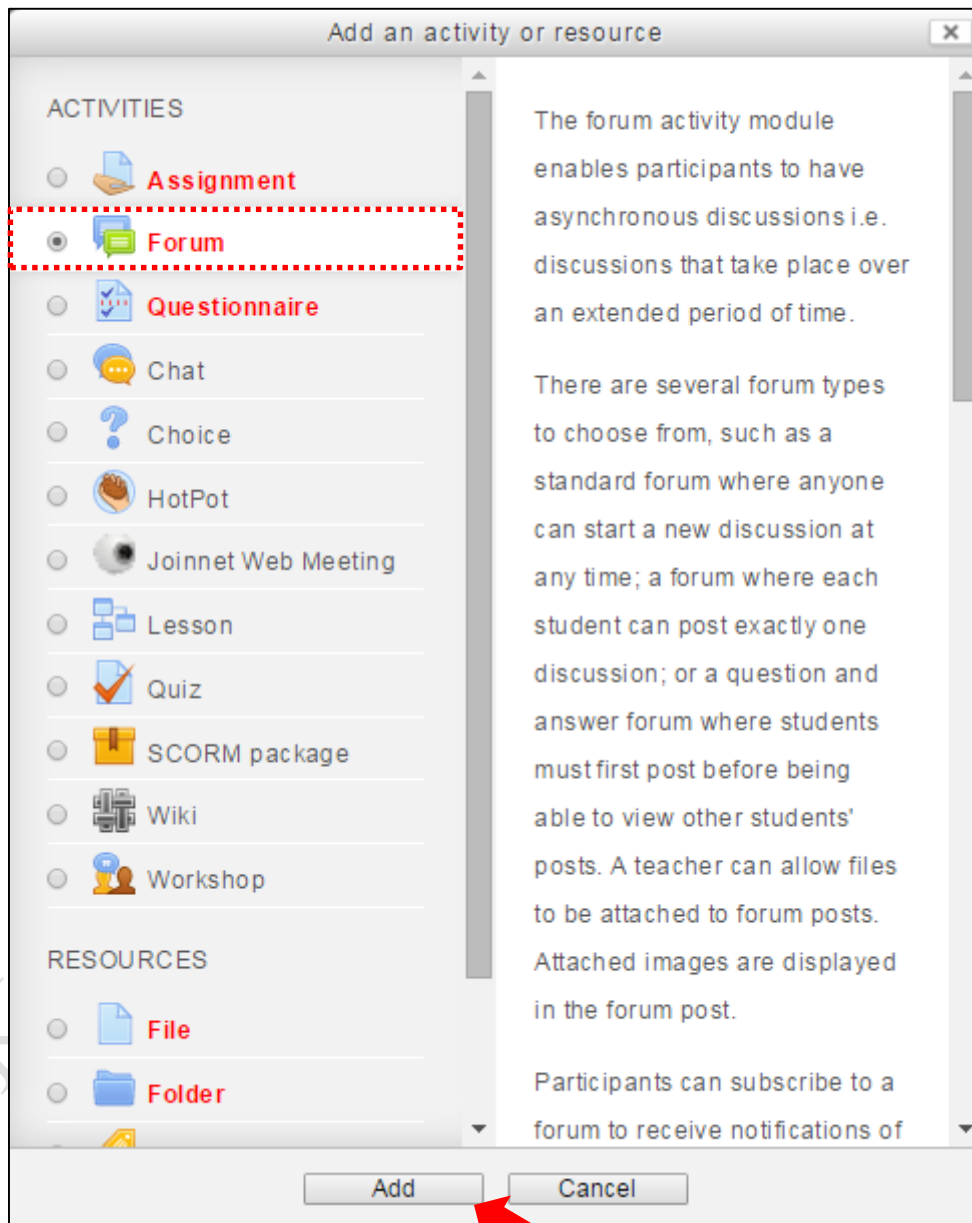1. Click "Turn editing on" button in the course page.

2. Click "Add an activity or resource" link.

3. Open "Add an activities or resources" menu, select "Forum" then click "Add" button

III. Setting

1. General setting

(1) Forum name

The name of forum, it will display on the course page.

(2) Description

The description of this forum, you can insert image or link.

(3) Forum type

There are 5 forum types:

- A single simple discussion
- Each person posts one discussion
- Q & A forum
- Standard forum displayed in a blog-like format
- Standard forum for general use

2. Attachments and word count

(1) Maximum attachment size

This setting specifies the largest size of file that can be attached to a forum post.

(2) Maximum number of attachments

This setting specifies the maximum number of files that can be attached to a forum post.

(3) Display word count

This setting specifies whether the word count of each post should be displayed or not.

3. Subscription and tracking

(1) Subscription mode

If participants subscribe a forum, they will receive forum post notifications. There are 4 subscription mode options:

- Optional subscription : Participants can choose whether subscribe a forum

- Forced subscription : Everyone subscribes a forum and cannot unsubscribe

- Auto subscription : Everyone subscribes a forum initially but can unsubscribe it at any time

- Subscription disabled : Subscriptions are not allowed

(2) Read tracking

If enabled, participants can track read and unread posts in the forum and in discussions.

4. Post threshold for blocking

(1) Time period for blocking

Students will be blocked when they post more than a given number of posts during this setting.

(2) Post threshold for blocking

Students will be blocked when the number of posts they added exceed this setting during a given period.

(3) Post threshold for warning

Students will be warned when the number of posts they added exceed this setting.

5. Ratings

(1) Aggregate type

The aggregate type defines how ratings are counted.

- Average of ratings : The mean of all ratings

- Count of ratings: The number of rated items becomes the final grade. Note that the total cannot exceed the maximum grade for the activity.

- Maximum : The highest rating becomes the final grade

- Minimum : The smallest rating becomes the final grade

- Sum: All ratings are added together. Note that the total cannot exceed the maximum grade for the activity.

(2) Scale

It represents the highest score. Managers can also customize the assessment scores.

(3) Restrict ratings to items with dates in this range

Limit ratings period.

IV. Tracking

Tracking means system will indicate the unread article in the forum on the course page. You can disable tracking feature at the Administer block.

If you have enable the tracking feature, you will see the unread message in the course page.

Enter the discussion topic page you will see the unread discussion.s

V. Post threshold

Post threshold feature is used to prevent student posting meaningless topic in a short time. Students will be blocked when they post more than a given number of posts in a given time period.

【Note】Teacher and TA are no limited

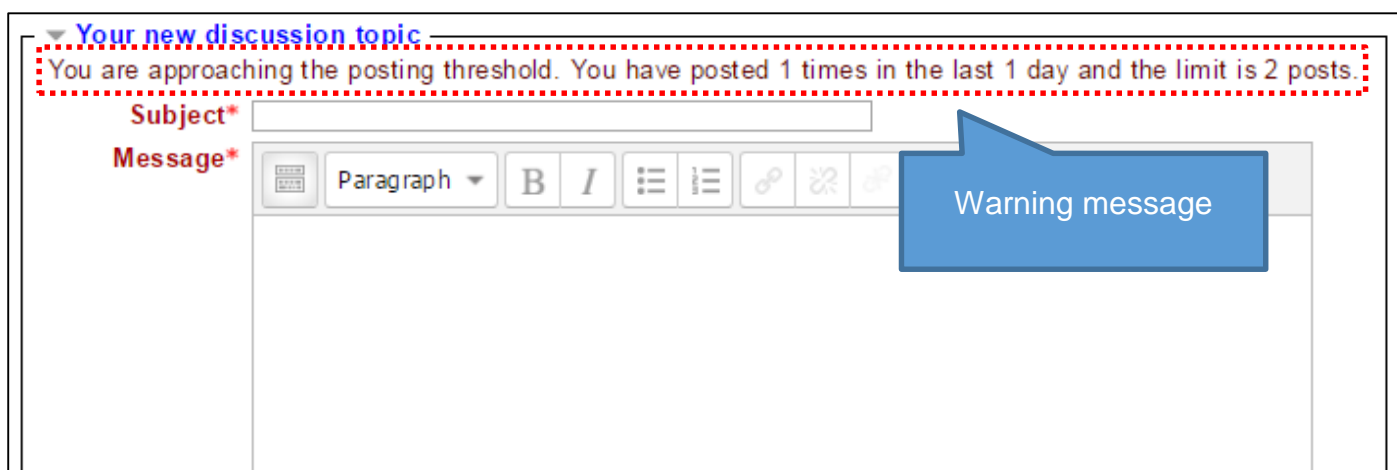1. If the forum has a limit to the number of forum postings, it will remind user when enter the forum page.

2. If users are approaching the posting threshold, it will show the warning message.
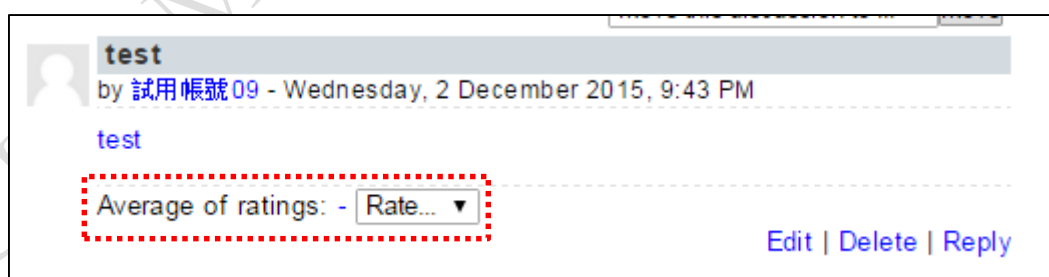
3. If users have exceeded the posting threshold, they will be block and not post any topics.

VI. Rating

Forum posts can be rated by teachers or students (peer grading). Ratings can be aggregated to form a final grade which is recorded in the gradebook.
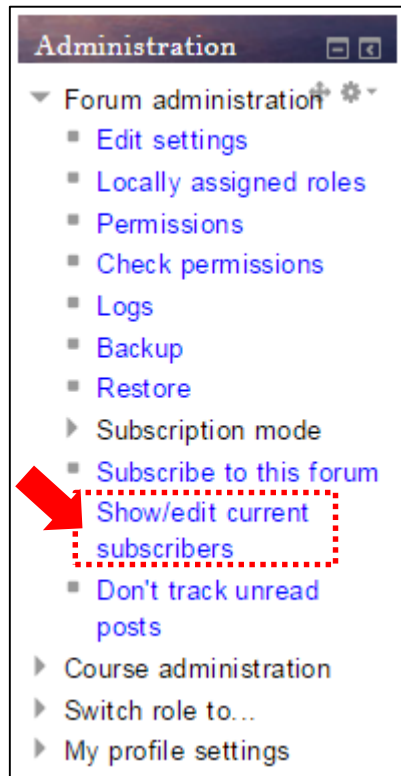
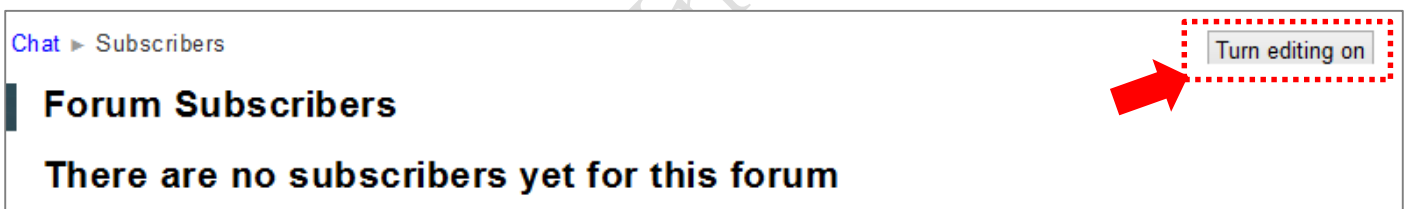【Note】The users will not know who rates, and they only get the final grade and the number of people who rated.
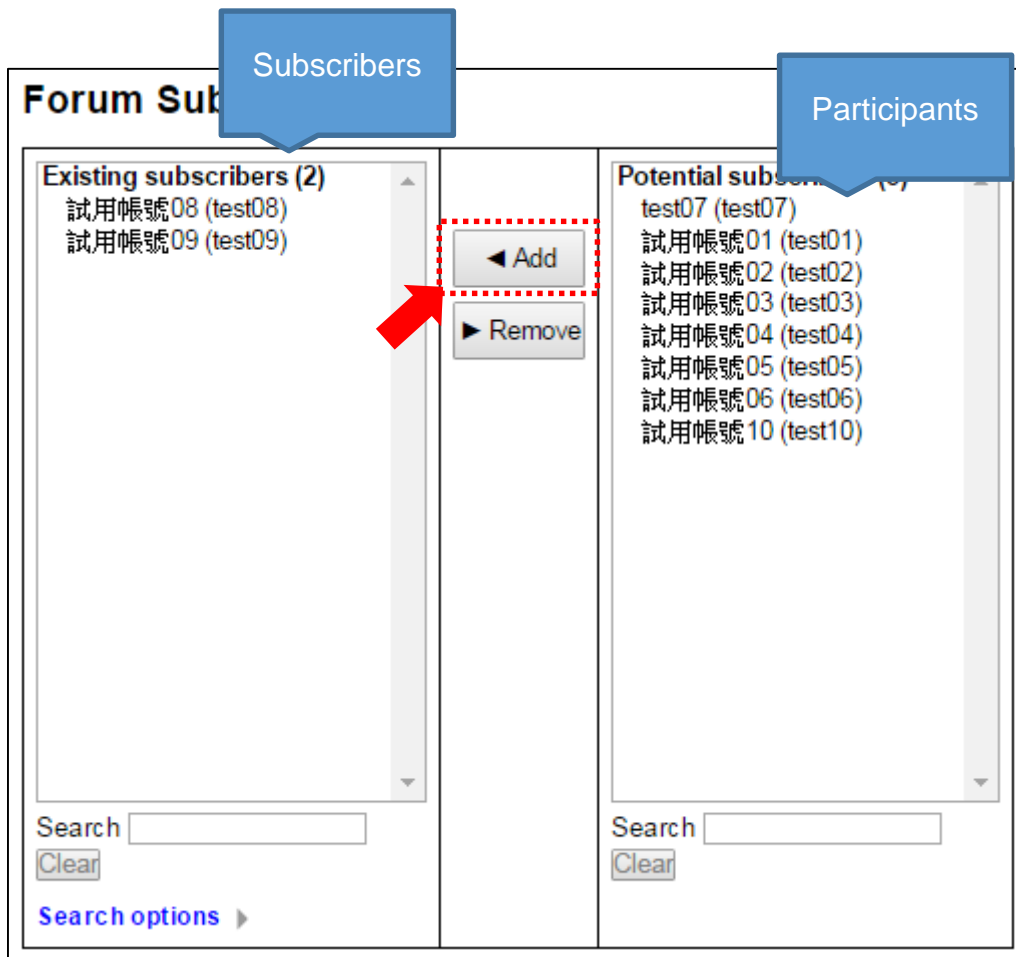

VII. Manage Subscriber List

Teacher not only force students to subscribe the forum but also manage the subscriber list.

(1) Enter the forum page and click "Show/edit current subscribers" in "Administration" block.

(2) It will show the current subscribers in this forum. Turn on the editing mode to manage subscribers.

VIII.   Contact Us

If you have any questions and suggestions about the system, please contact Teaching & Learning Technology Division, Extension 61024、61029.