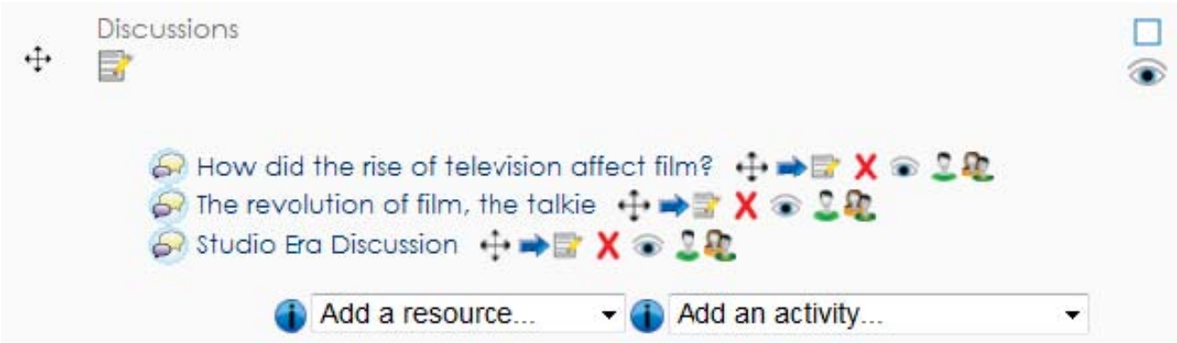
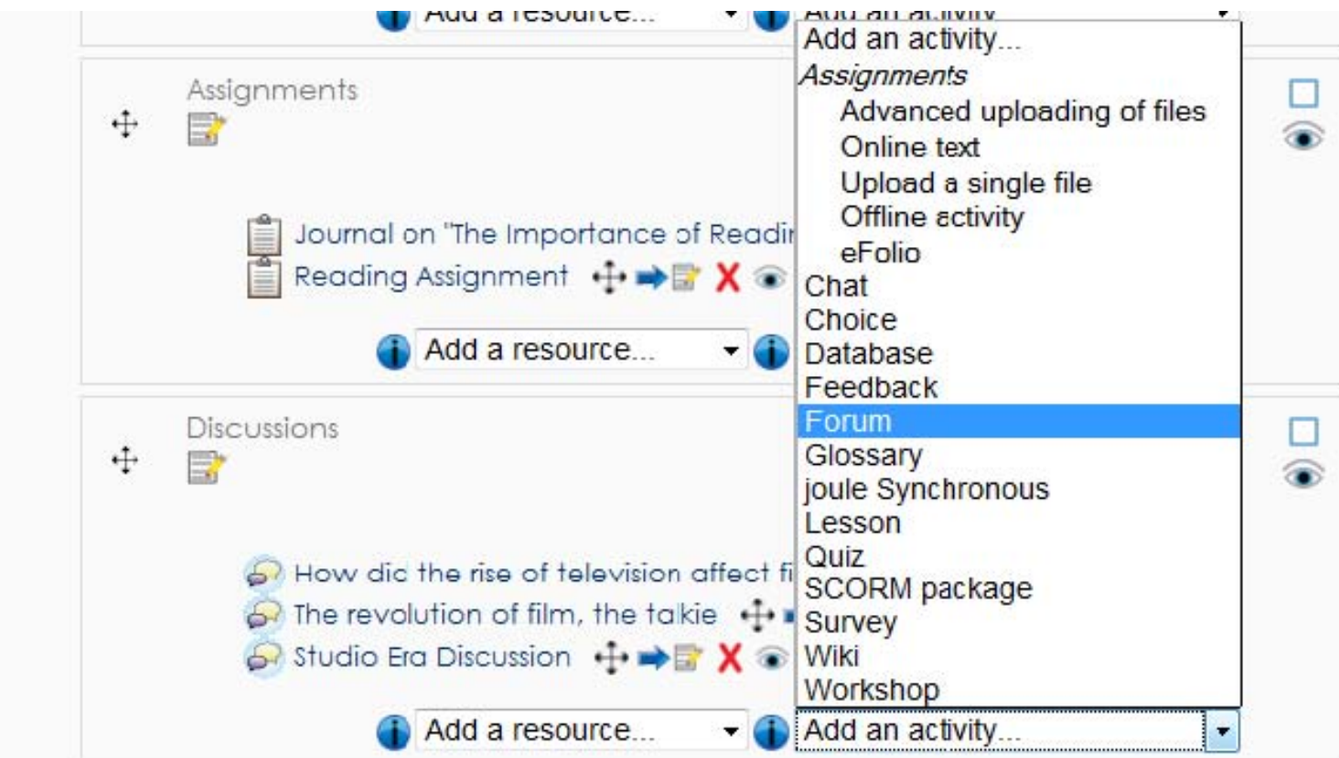
Creating a "standard" forum in Moodle 2.0

Standard forum for general use - is an open forum where anyone can start a new topic at any time. This is the best general-purpose forum.

Turn on editing mode.



Scroll to the section of the course where you want to add the forum. Choose "forum" from the "Add an activity" drop down menu.



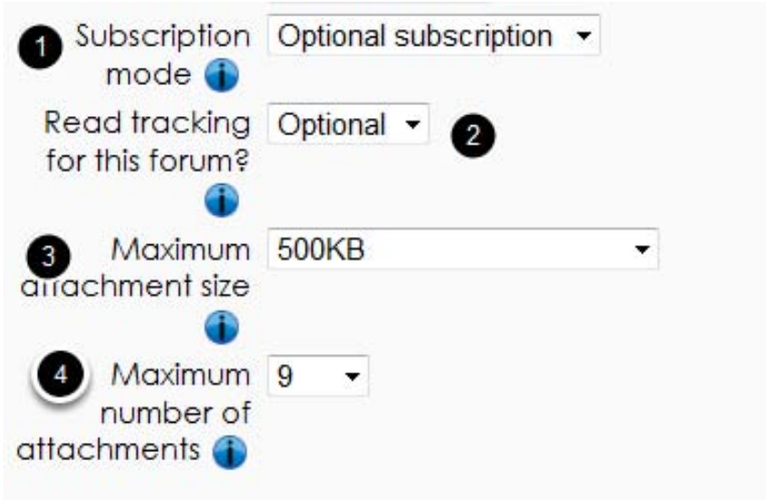
Give the forum a name.

Choose the forum type that you want for the discussion.

Provide the introductory text for the discussion.

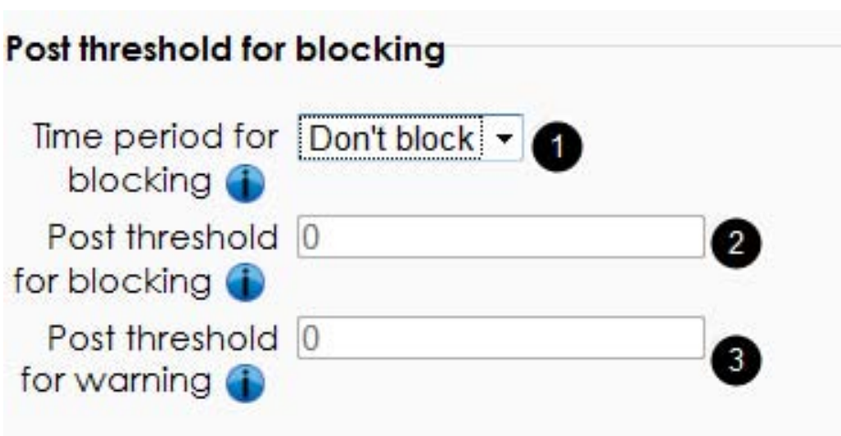
Note: This is the text that participants will see when they visit the forum. Provide clear instructions for them.

Configure the general settings:



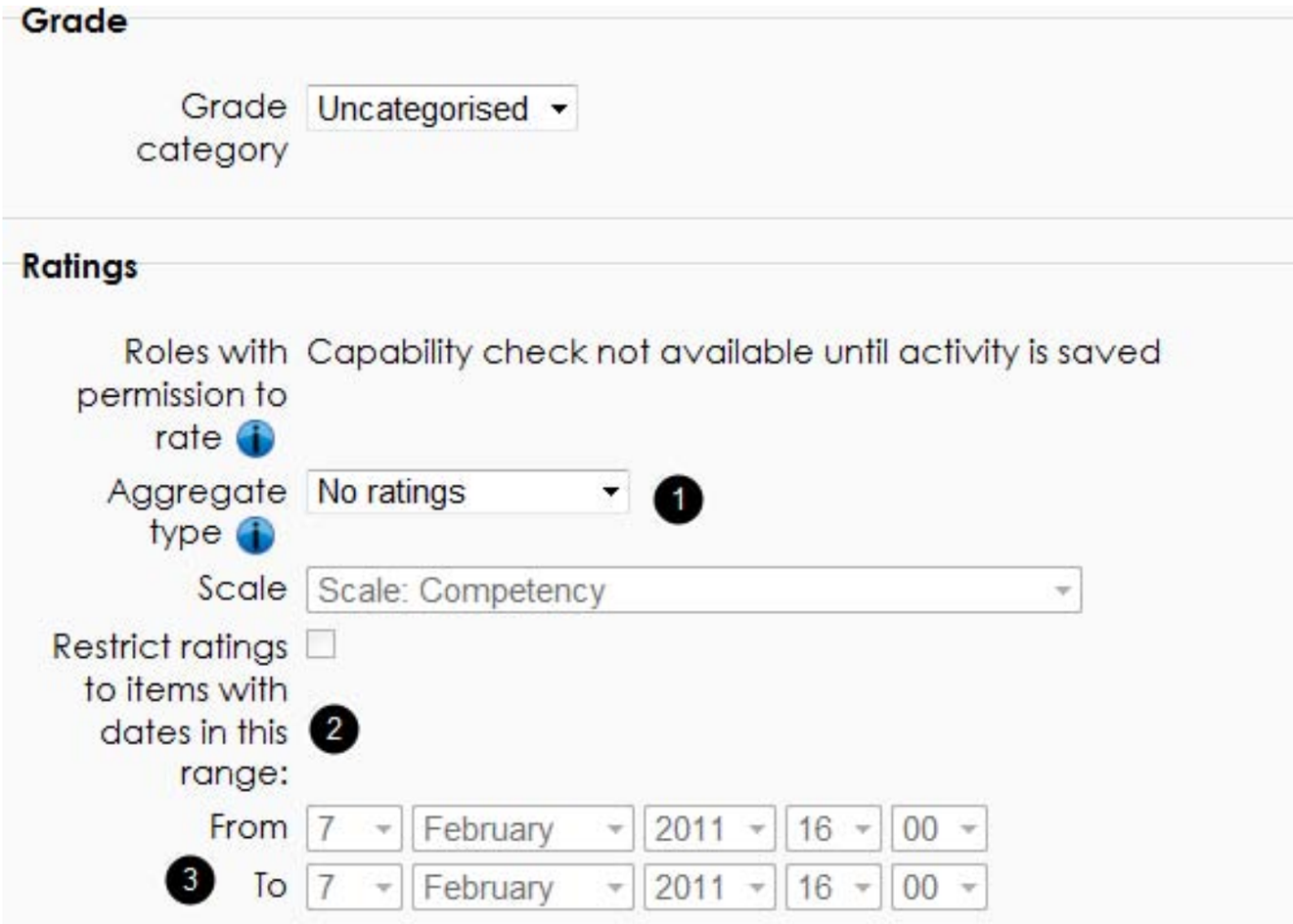
1) If "yes" then participants will receive emails of all forum posts. And they will not be able to unsubscribe.
2) If "yes" then each post will track whether it has been viewed/read by the participant.
3) File attachments to the post can be limited in size.
4) This setting specifies the maximum number of files that can be attached to a forum post.

Configure the "blocking" for forum posts.



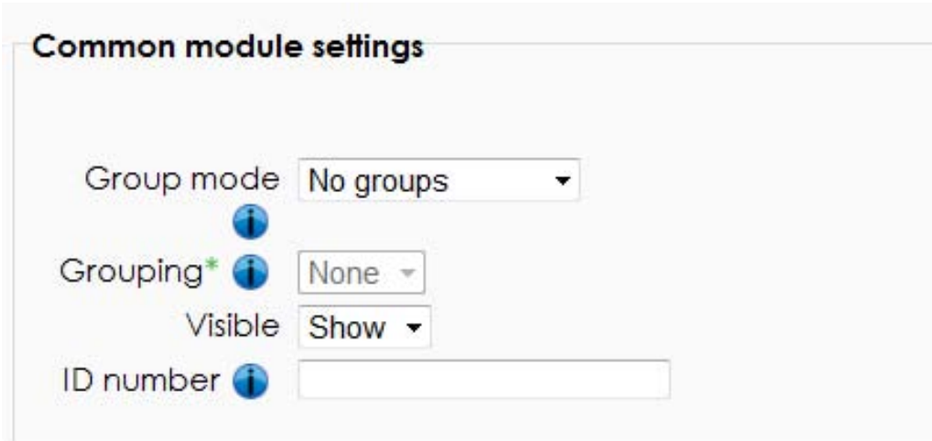
1) If you want to block participants from posting more than a certain number of posts in a given period of time, select the period of time from the drop-down menu.
2) This is the maximum number of posts allowed during the given period of time. Any number above this will be blocked.
3) This is the number of posts during the given period of time that triggers a warning. Set the warning # of posts lower than the blocking # of posts.

Configure the grade settings:

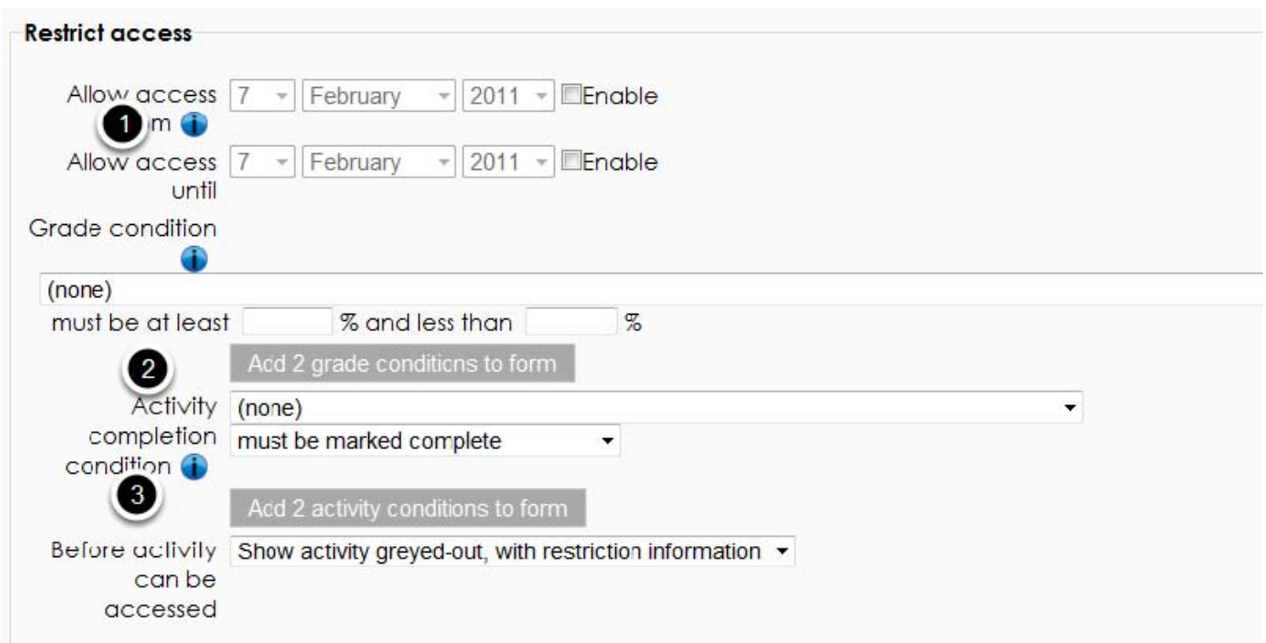


1) If posts are rated, then the ratings are aggregated.
2) Select a custom rating scale, or how many points should be scored.
3) This restricts the dates when participants can rate a peer's post.

Configure group's settings

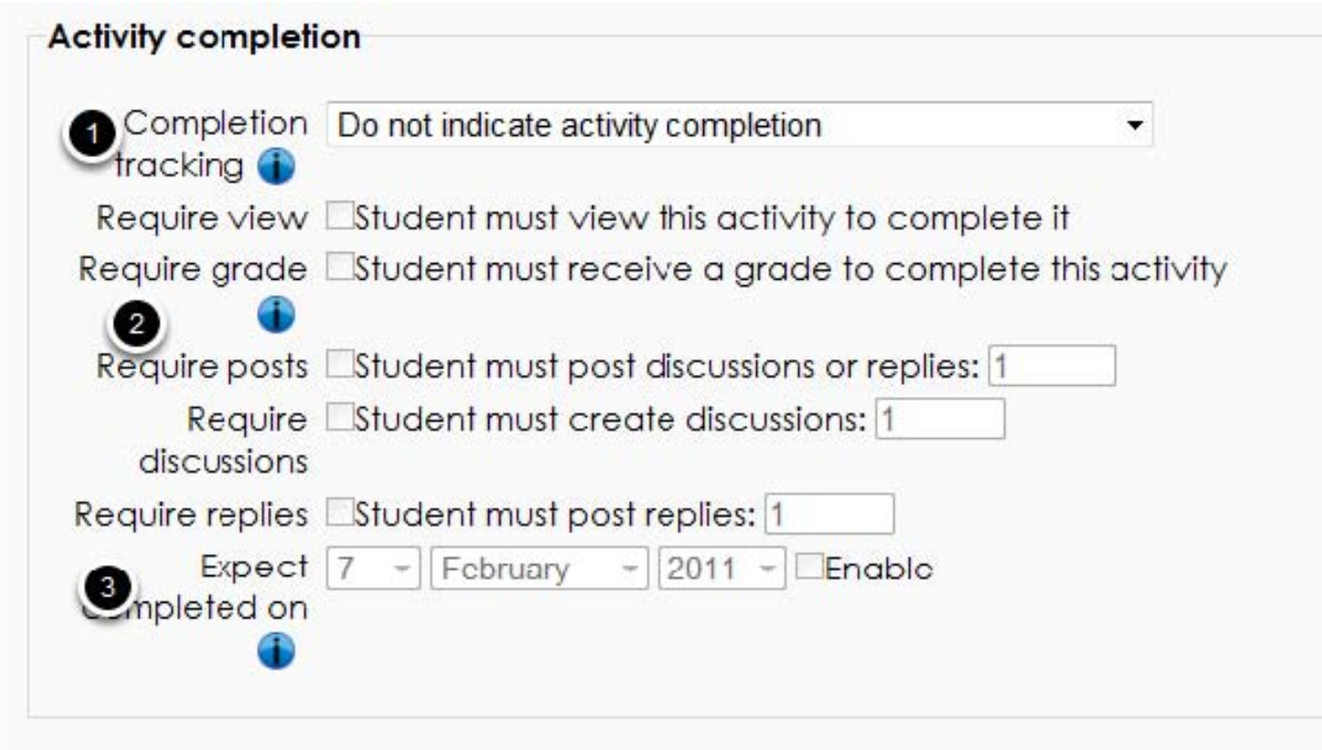


Configure setting to access activity



1. Access from/to dates determines when students can access the activity via a link on the course page.
2. This setting determines any grade conditions which must be met in order to access the activity.
   Multiple grade conditions may be set if desired. If so, the activity will only allow access when ALL grade conditions are met.
3. This setting determines any activity completion conditions which must be met in order to access the activity.
   Note that completion tracking must first be set before an activity completion condition can be set.

Select activity completion settings



1. If enabled, activity completion is tracked, either manually or automatically, based on certain conditions. Multiple conditions may be set if desired. If so, the activity will only be considered complete when ALL conditions are met.

2. The activity is considered complete when a student receives a grade. Pass and fail icons may be displayed if a pass grade for the activity has been set.

3. This setting specifies the date when the activity is expected to be completed. The date is not shown to students and is only displayed in the activity completion report.

Scroll to the bottom of the page and "Save and return to course."