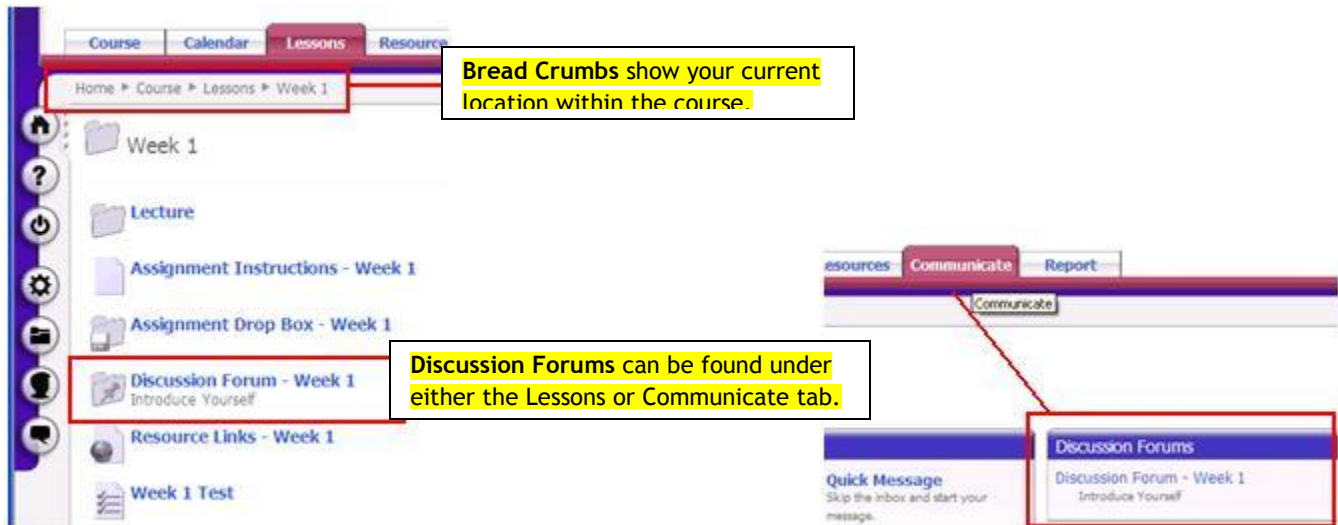


## Using a Discussion Forum

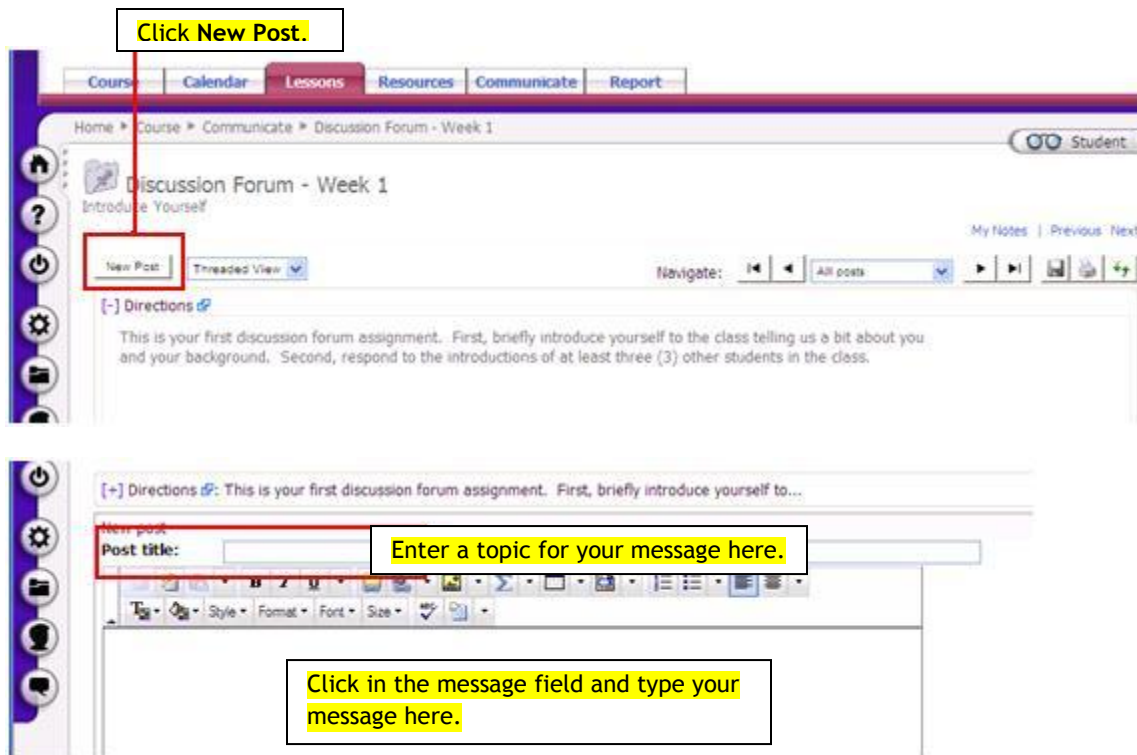
### POSTING A MESSAGE

Discussion forums allow you to read, post, reply to, and search messages from your instructor and other students in your course. Discussion forums can be accessed under either the **Lessons** tab or the **Communicate** tab. To post a message to a discussion forum:

1. In your ANGEL course, click the **Lessons** (or **Communicate**) tab.

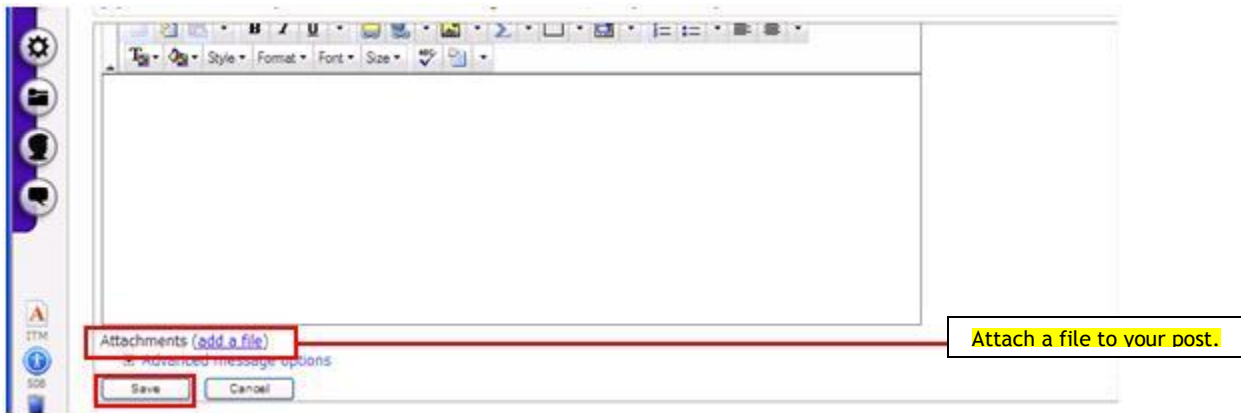


2. Click the title and the discussion forum will appear on the screen. Click the **New Post** button and a new message window will appear.



3. Enter a topic for your message in the **Post Title** field and type your message in the message field.

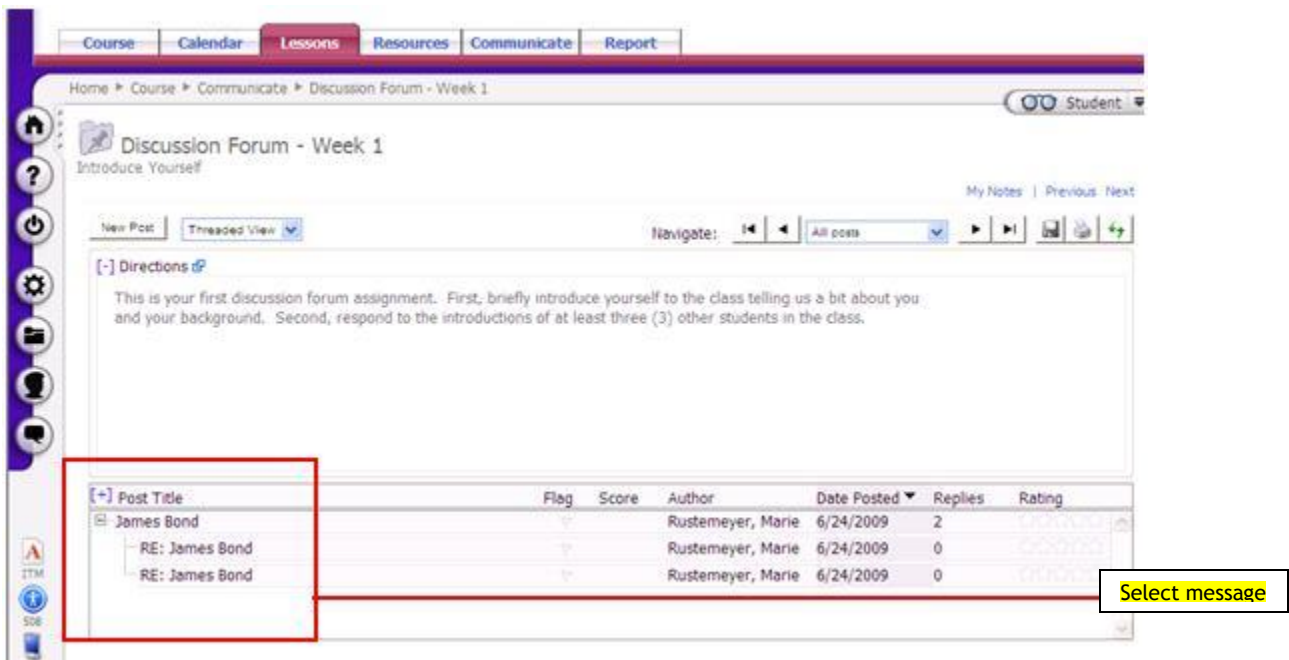
- If you want to attach a file to your post, click the **Add a File** link.



- When you are done with your message, click the **Save** button.

## REPLYING TO A MESSAGE

- Under the **Lessons** (or **Communicate**) tab, open the discussion forum and click on the title of the message to which you want to respond.



- When the message opens, click the **Reply** button, type your message in the message field, then click the **Save** button.

