

DISCUSSIONS – SUBSCRIPTION OPTIONS

Remain up-to-date on discussions by subscribing to forums, topics, or threads. This tutorial outlines the subscription options available in the Discussions Tool.

There are various ways to subscribe to and unsubscribe from discussions. These ways depend on where you are on the Discussions tool.

Method 1

Subscribe/unsubscribe to entire forum or topics on the Discussion List page.

Step 1.

On your **Discussions tool**, navigate to the **Discussions List** tab.

Step 2.

Click the **context menu for the forum or topic** you want to subscribe to and select **Subscribe**.

Step 3.

Confirm how you want to receive notifications for your subscription, and click **Subscribe**.

To unsubscribe it is same steps, but instead of Subscribe being there, an Unsubscribe option will appear in the context menu of the item.

Method 2

Subscribe/unsubscribe to a topic/thread from the View Topic page.

Step 1.

Navigate to your **View Topic** page of your desired topic.

Step 2.

Click the **Subscribe icon** within the topic, this icon is located right below the title. To subscribe to just a thread, click the **Subscribe icon** for the thread.

If you have already subscribed to the forum or topic, you are automatically subscribed to all threads within that forum or topic.

Step 3.

Confirm how you want to receive notifications for your subscription, and click **Subscribe**.

To unsubscribe, simply just click on the Subscribe icon again.

Method 3

Subscribing to a thread when creating them.

Step 1.

Click **Start a New Thread** from your View Topic page.

Step 2.

Enter the details for your thread.

Step 3.

Just below the field for your thread content, there is a **Subscribe to this thread** checkbox. Depends on the setting, the default value might be different. Check this box to Subscribe and uncheck to unsubscribe and then post your thread.

You can manually subscribe/unsubscribe by using Method 2.

If you still require assistance on the matter, CITL offers support for your online course issues.
Please contact our Support Centre at <https://citl.mun.ca/support/>