Posting a Reply on the Discussion Board in D2L

1. In D2L, select the course you intend to edit.

2. Select Discussions on the Navigation bar.

3. Within Discussions, navigate to a particular discussion topic. Select the discussion thread to which you want to reply.
4. Click the **title of a thread** to read all its posts and write your own reply.

Click on the **title of a thread** to read all its posts and write your own reply.
5. Click the button that says **Reply to Thread** and enter your response in the **text box** provided below the initial post. Subscribing to a post will notify you of any additional replies. Select **Update**.

6. Click on a Topic and then click **Start a New Thread**.
7. Enter a title for the New Thread and enter the description of information you want to share in the text provided. **Pin Thread:** the discussion post will always appear at the top of the list. Click **Post**.

8. The New Thread appears at the top of the Discussion list because it was pinned. Heirarchy is determined by which threads have the most recent replies.
You should now know how to reply on the Discussion Board, how to start a new Thread, and how to pin a Thread so it always stays on top in a particular Topic.

For further support, email facultyd2l@okstate.edu or call (405) 744-1000.