

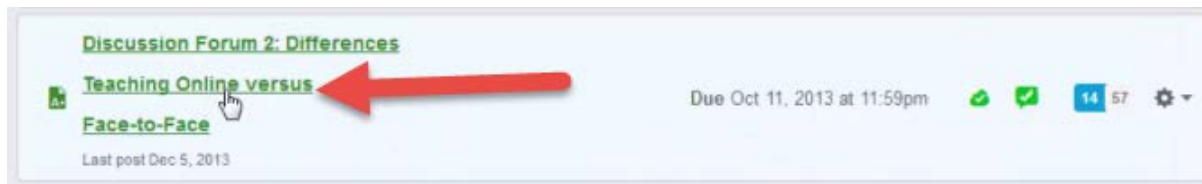
Canvas Tips for Faculty

Filter Discussions

1. The discussion tool helps you to differentiate read from unread posts and it also allows you to sort posts.



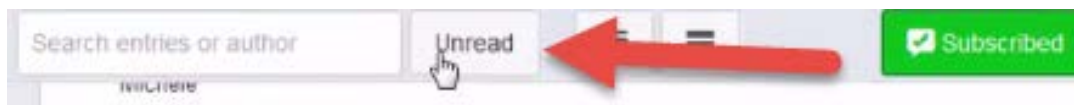
2. Notice that two numerals appear to the far right of the discussion title in the discussion screen. The first one which appears in blue indicates the number of unread replies. These replies are unread by you. The second number indicates the total number of replies. In this case, 57. For more information, let's click on the discussion to enter it.



3. Items that are read are indicated by a white dot. Unread by a blue dot.



4. To view which items you haven't read. Go to the top of the discussion screen and click the unread button.



5. Discussions can also search based on name or some other criteria

