How to Respond to a Discussion Board Question

1. Click the button of the appropriate Unit from the course menu on the left.

2. Click the Discussion Board link.

3. Click the link for the Discussion Board Question.

4. Click the **Reply** button to post a response to the discussion board question.

5. Type in your response. Click either **Submit** button when you are finished.

6. Now you should see your post in the list with the other students. The posts are arranged by default to “date”, so you may need to scroll down the list to see your post.