

How to print Discussions Forums in Blackboard

1.) Click on the specific forum you wish to print.

The screenshot shows the Blackboard Discussion Board interface. The left sidebar contains a navigation menu with options like Home Page, Syllabus, Announcements, HBU Classroom Policy, HBU Email, Course Documents, Assignments, Discussions, Attendance, Calendar, My Grades, Course Evaluation, Moody Library, Academic Success Center, Student Blackboard Help, Blackboard Collaborate, and Search. The main content area is titled "Discussion Board" and includes a search bar. Below the search bar is a table with the following columns: Forum, Description, Total Posts, Unread Posts, and Total Participants. The table contains one row with the forum name "Test", description "testing test", 1 total post, 1 unread post, and 1 total participant. A tooltip "Properties of various discussions" is visible over the "Test" forum name. At the bottom of the table, it says "Displaying 1 to 1 of 1 items" with "Show All" and "Edit Paging..." buttons.

Forum	Description	Total Posts	Unread Posts	Total Participants
Test	testing test	1	1	1

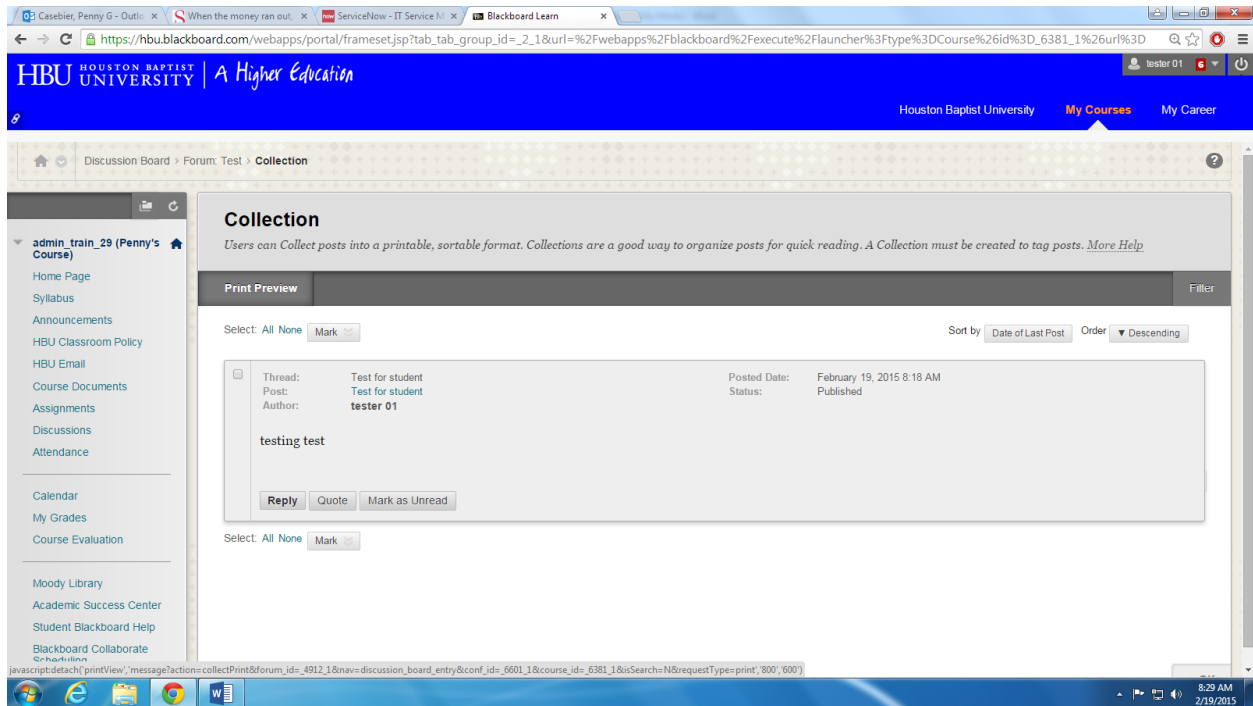
2.) Select the thread you want by checking the appropriate box and click the Collect button.

The screenshot shows the Blackboard "Forum: Test" interface. The left sidebar is the same as in the previous screenshot. The main content area is titled "Forum: Test" and includes a "List View" button. Below the title is a description: "Organize Forum Threads on this page and apply settings to several or all threads. Threads are listed in a tabular format. The Threads can be sorted by clicking the column title or the caret at the top of each column. More Help". Below this is a table with the following columns: Thread Actions, Date, Thread, Author, Status, Unread Posts, and Total Posts. The table contains one row with a checkbox, the date "2/19/15 8:18 AM", the thread name "Test for student", the author "tester 01", the status "Published", 1 unread post, and 1 total post. A "Collect" button is visible next to the checkbox. At the bottom of the table, it says "Displaying 1 to 1 of 1 items" with an "Edit Paging..." button.

Thread Actions	Date	Thread	Author	Status	Unread Posts	Total Posts
<input type="checkbox"/>	2/19/15 8:18 AM	Test for student	tester 01	Published	1	1

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3.) Click Print Preview.



4.) Click Print.

