**Topic:** Blackboard Tools

**Question:** How do I create a graded Discussion Forum in Bb?

**Answer:**

1. From the Discussion Board view click *Modify*.

2. Scroll down to section 3 - Forum Settings. Under the header Grade select the radio button *Grade Forum* and enter the points. Click *Submit* at the bottom of the page.

3. This will connect the discussion to grade book and should add an icon to the Discussion Forum page. The icon is a little square with two circles and is located next to the modify button (on the same line as the discussion forum you selected).

4. Click this *icon* to review students' postings and post a grade.