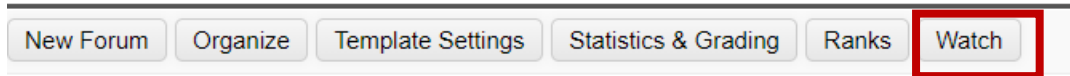


Forums Notifications:

- Go into the Sakai course site where the Forum exists
- In the course menu on the left, click the **Forums** button
- At the top, click on the **Watch** button
- Click the radio button beside **No Notification**, and click **Save**



Forums

Use **Forum Settings** and **Topic Settings** to change the title and other details of this forum.
New forums and topics can only be created by you or someone with your level of access.
Use **Template Settings** to set up a template for all new forums.

1902 SDSB Principles of Marketing (MKTG 201 S1-Lecture): Forums

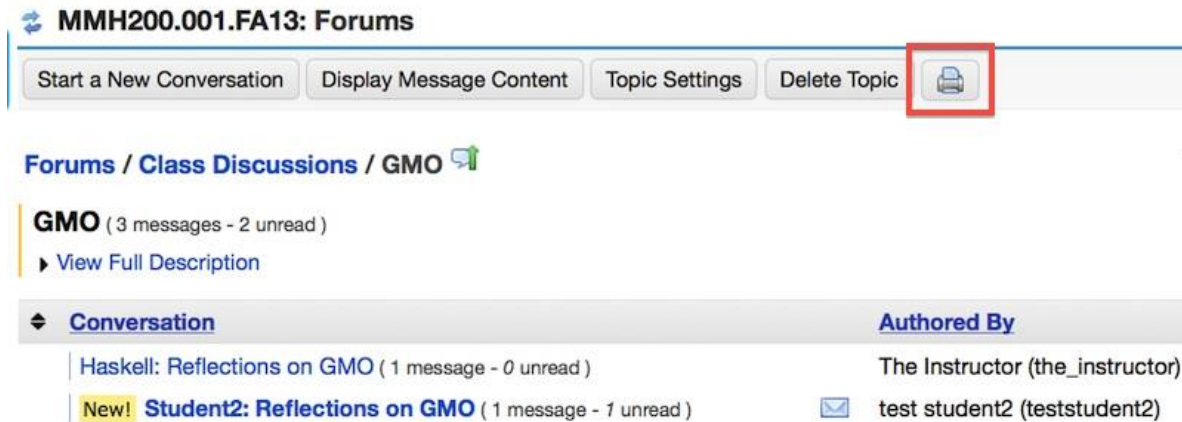
Watch Forums Options

Use the settings below to change what notifications **you** receive when activity in the forums of **this** site take place.

- ☐ Send me an email whenever a new message is posted
- ☒ Send me an email when a conversation that I have contributed to receives a new message
- ☐ No notification

Printing Forums

1. Once in **Forums**, select the **Topic** to print.
2. Under that Topic, there will be a list of posted threads. Notice the **Print icon** in the upper right. **Click this icon.** **Note:** Clicking Print at this level will print every thread within the Topic, including the reply posts.



3. A new window will open, displaying what is about to be printed. In the upper left of the window, click **Send To Printer**. This will open the print dialog box where you can select your print options.

If you wanted to **print the Topic in its entirety**, go one step further in the Forum hierarchy so that you are only looking at a **specific thread**. The **Print icon** is available here as well, so let's click it.



5. Click **Send To Printer** to open your print dialog box and continue to select your print options.