Publishing Bb Moderated Discussion Postings

Once you’ve decided that you want your discussion board forum to be moderated and have made that selection within the discussion board settings, you will need to “publish” student postings once they have submitted them to you for moderation. To accomplish this, review Step 1 below.

**Step 1:** Access your moderated discussion forum and click “Moderate Forum” (see diagram below).

![Diagram of Moderation Forum](image1)

**Step 2:** Click the “Moderate” button on the right (see diagram below) of each student’s posting you wish to review.

![Diagram of Moderation Queue](image2)
Step 3: After reviewing the student’s posting either select the “Publish” button and click “Submit” to publish it to the moderated discussion forum or select the “Return” button and click “Submit” to return it to your student for revision.

You can read the student’s posting here.