Printing Discussion Board Posts

Instructors will often want to print the entire discussion thread or series of threads for reading offline. If a user attempts to print from the main course site view of the Discussion Forum this will create problems, due to the Blackboard frames layout. To format the content of a discussion forum for printing follow these steps:

1. Open the discussion forum that you would like to print.
2. Put a check in the boxes next to the messages that you wish to print and then press the button labeled "Collect"
3. Click the Filter button on the right side to narrow the posts by Author, Status, Read Status, or Tags (if applicable)
4. Click the Print Preview button to preview and print the posts.