



Faculty: Advanced Editor in Discussion Forums

Hart Wilson - 2020-03-30 - Comments (0) - Faculty

To attach a file to a forum post or to access an editing toolbar in a forum reply, select **Advanced** beneath the response textbox.

In a **Reply** textbox, you can use standard keyboard shortcuts for simple formatting (bold, italic, and underline), but for any embellishments beyond that (inserting links or images, adding bullets, creating a table, etc.), you need to select the **Advanced** editor. Once you open this editor, you'll be able to use all of the formatting options available in our normal HTML editor as shown below.

Consider adding this link to a forum description to help your students format their responses: [Format Text in a Forum Response](#).

Permalink Edit Delete Reply

Write your reply...

Submit

Cancel

Reply privately

Advanced

▼ Your reply

Subject

Re: Bakery Business Rising

Message

Rich text editor toolbar with icons for undo, redo, bold, italic, bulleted list, numbered list, link, unlink, insert link, image, and fullscreen.

Large empty text area for writing the message content.

Discussion subscription ?

Attachment

Maximum file size: Unlimited, maximum number of files: 9

File upload interface showing a 'Files' folder icon and a dashed box with a blue arrow pointing down and the text 'You can drag and drop files here to add them.'

Send forum post notifications with no editing-time delay

Reply privately ?

▼ Tags

Tags

No selection

Enter tags...



Manage standard tags

Post to forum

Cancel