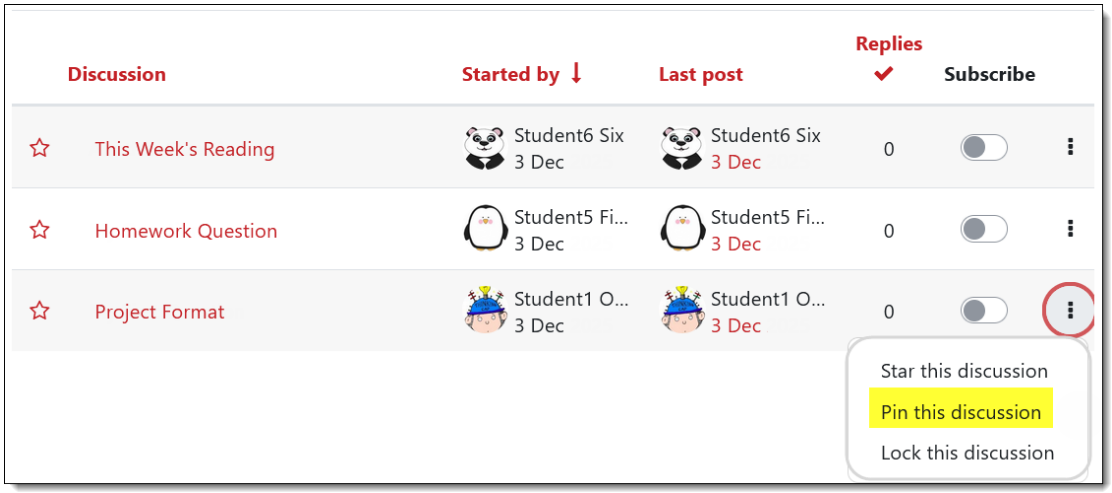
Faculty: Pin a Forum Post

Hart Wilson - 2025-12-04 - Comments (0) - Faculty

Wouldn't it be handy to be able to keep a forum thread at the top of a bunch of responses? We can!

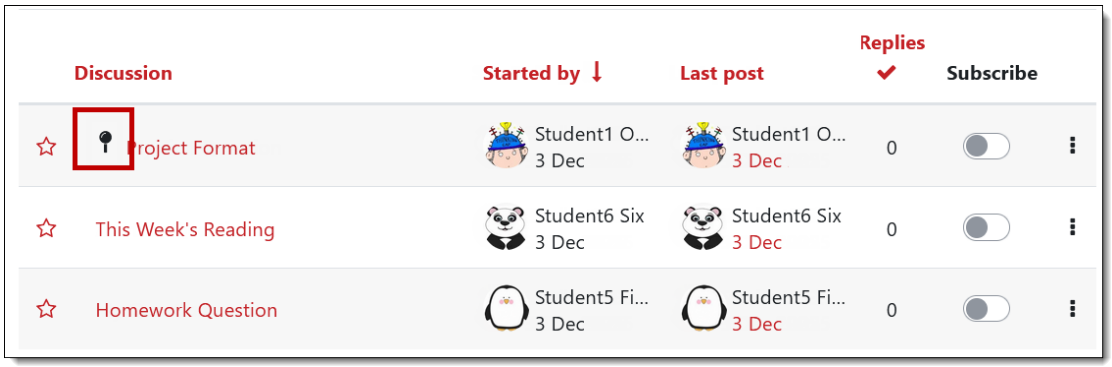
Here's an example—let's say you have a forum for students to ask questions about the course. One of your students asks a question that you know students often ask. By "pinning" the post, you can make it stick to the top of the list of responses—and with luck, other students will see it there before posting the same question again two or three weeks later.

This is how the forum looks at first, with Student One's most frequently asked question languishing at the bottom of the list:



Click on the "snowman" buttons on the right and select **Pin this discussion**.

After you pin the post, you can reply (if you haven't already) or read another post, return to the forum or return to your main course page. Note that you can **Unpin** a post that has been pinned, if you want to.

How it Looks

Now that you've pinned it, the post—and any replies made to it—will remain at the top of the forum as long as you like. The pushpin icon is visible to all users.