Directions for deleting old discussion board posts

1. Click on Discussions from the course menu on the left hand side of page.

2. Click on the name of the discussion forum:

3. Click on the small box near the top of the screen to the right of the word "Dates". This will place a check mark in the box, and this will also automatically select every thread posted.

4. Click on the "Delete" button. The discussion threads will now be deleted.