Creating Discussions in Schoology

Use this checklist to mark off steps as you complete them in your Discussions journey.



- [ ] 1 Open your Schoology sandbox course.
- [ ] 2 Select "add materials" and "add discussion."
- [ ] 3 Once in the details window, add a name for the discussion. You will want this to captivate your audience, so make it interesting.
- [ ] 4 In the description section, use the rich text editor to add the following:
- [ ] 5 Add a table that is 2 columns by 4 rows in size.
- [ ] 6 Merge the first row of cells, and add a title (I usually put the title of the discussion here or any prompts that may be needed prior to beginning the activity).
- [ ] 7 In each of the remaining cells on the left column, insert the image arrows that say watch (cell 2), respond (cell 3), and reflect (cell 4).
- [ ] 8 In the right column across from the watch arrow, embed a video from YouTube.
- [ ] 9 In the right column across from the respond arrow, type the directions: After watching the video, think about what you have learned and how you can apply that new information. Post your thinking in the discussion board below.
- [ ] 10 In the right column across from the reflect arrow, type the directions: After posting your thoughts, read your peer's posts and select 2 to respond to. In your responses, share whether you agree disagree, ask a question about their thinking, or share how they may have changed or added to your thinking about the topic.
- [ ] 11 In the last cell on the right, type the words: SENTENCE STARTER.
- [ ] 12 Hyperlink those words to the shared document titled "Sentence Starters."
- [ ] 13 Select "enable grading."

- [ ] Select the "Ungraded" grading category.
- [ ] Select the "align" button to align objectives to the discussion.
- [ ] You can choose 1-2 objectives from the given lists.
- [ ] After selecting objectives, select the "Scale/Rubric" dropdown menu.
- [ ] Choose "create new" from the list of options.
- [ ] The objectives you've attached will appear in the objective column, but you will want to give the rubric a title.
- [ ] Add criteria called "following directions" by clicking in the +criteria button.
- [ ] Here you can give the criteria a short description, and add the scoring values and their descriptions by clicking into the cells on the rubric.
- [ ] Save your rubric.
- [ ] Feel free to change the settings (publish/unpublish, response reveals, individually assign and lock) at the bottom of your discussion window.
- [ ] Select "create" when you are finished with your discussion for your course.
- [ ] Take some time to develop a discussion in one of your courses that you can use with your students.

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