

Making Forums Confidential to Groups and Enabling the 'Reply' Button

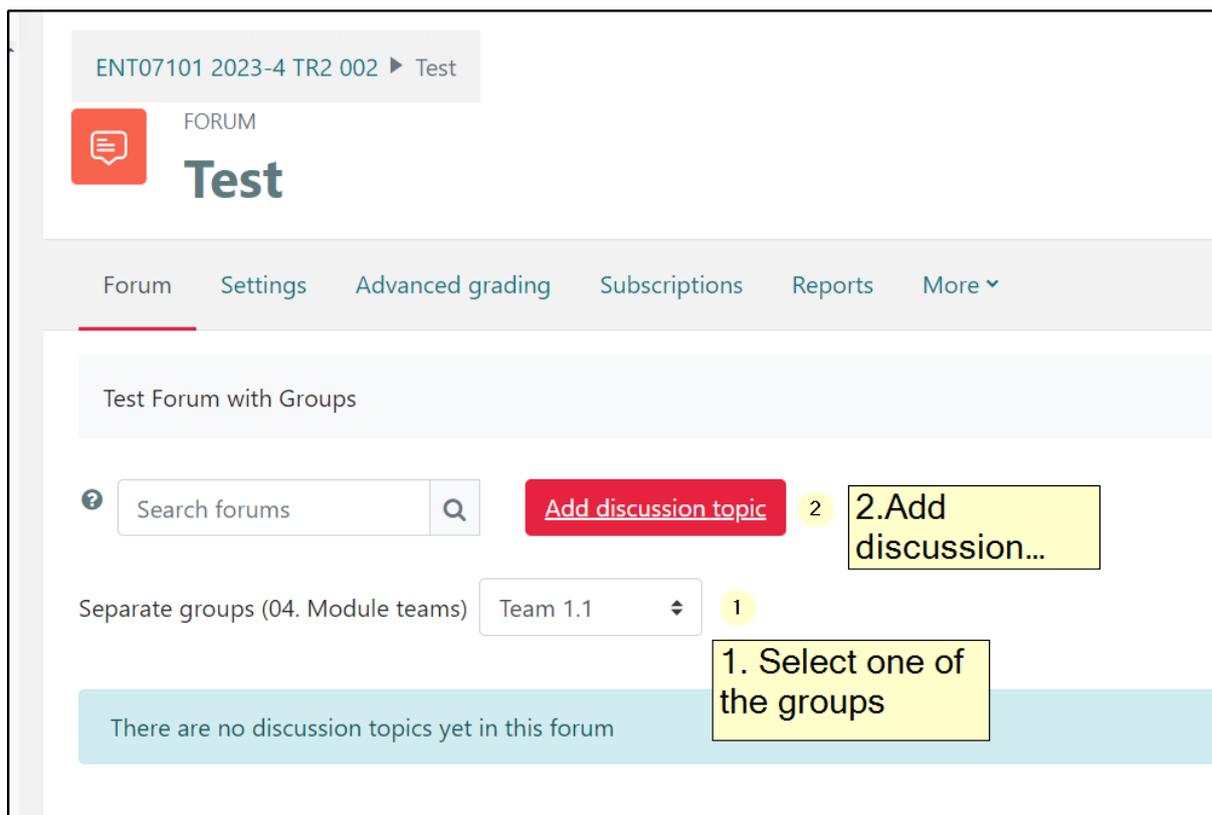
Prior to creating the Forum, students must be organised into groups and the groups collated into a 'Grouping'. Consult guidance on working with Groups in Moodle if you are unfamiliar with these steps.

In the Forum settings, the following are critical:

'Group Mode' = 'Separate groups'

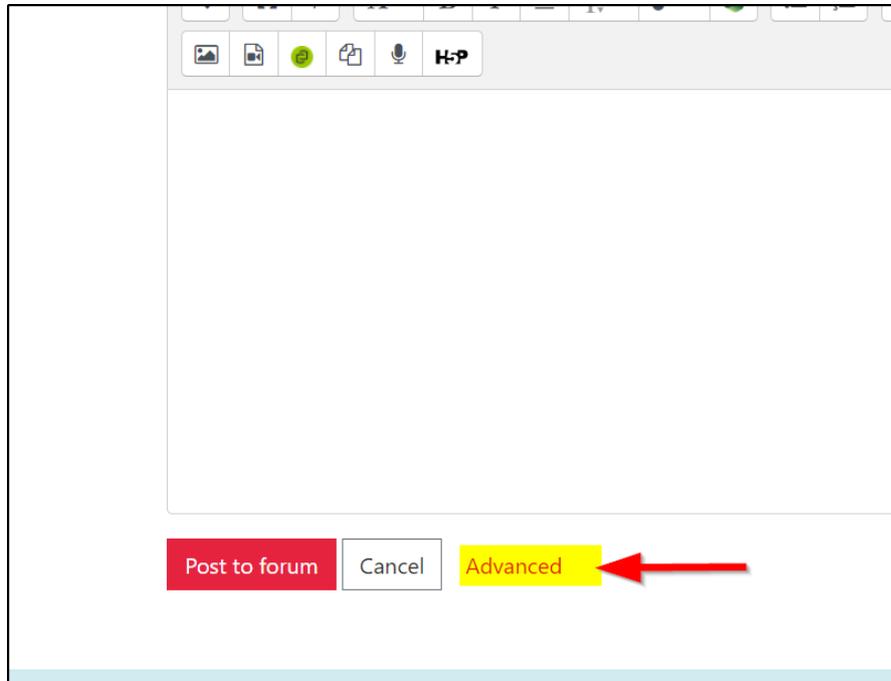
'Grouping' = The Grouping you have set up.

The key step after this is when you create a post. Firstly, choose one of the groups in your grouping as shown below, and then **'Add a Discussion Topic'**

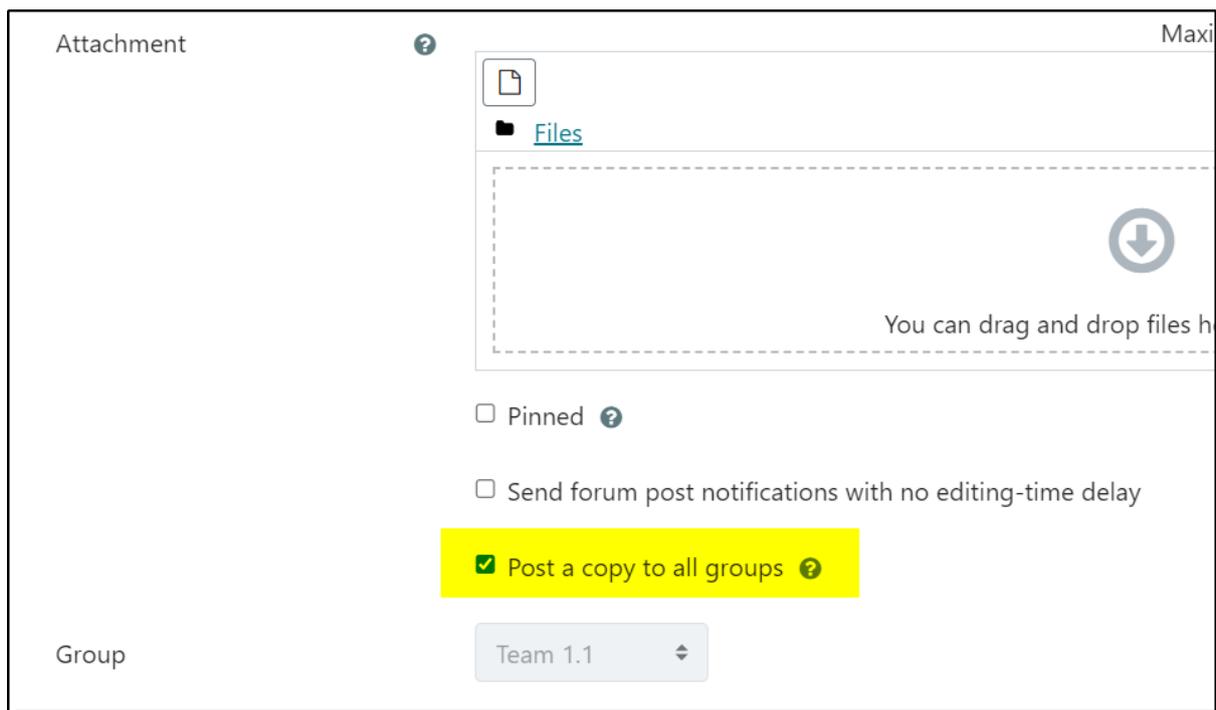


The screenshot shows a Moodle forum page for 'ENT07101 2023-4 TR2 002 Test'. The forum title is 'Test'. The page includes navigation tabs: Forum, Settings, Advanced grading, Subscriptions, Reports, and More. Below the forum title, there is a search bar labeled 'Search forums' and a red button labeled 'Add discussion topic'. A dropdown menu shows 'Separate groups (04. Module teams)' with 'Team 1.1' selected. A light blue banner at the bottom states 'There are no discussion topics yet in this forum'. Two yellow callout boxes with numbered circles provide instructions: '1. Select one of the groups' pointing to the dropdown menu, and '2. Add discussion...' pointing to the 'Add discussion topic' button.

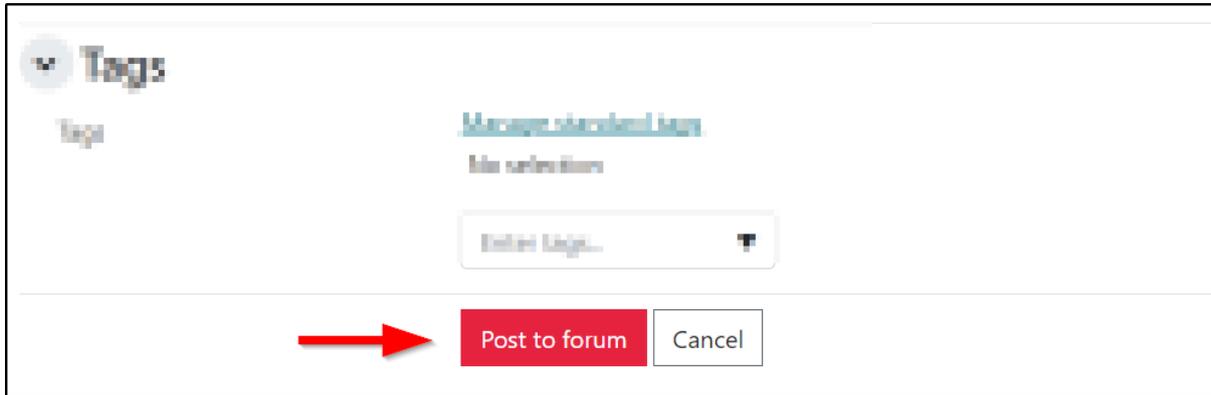
Then scroll down to the bottom of the post and click on 'Advanced'



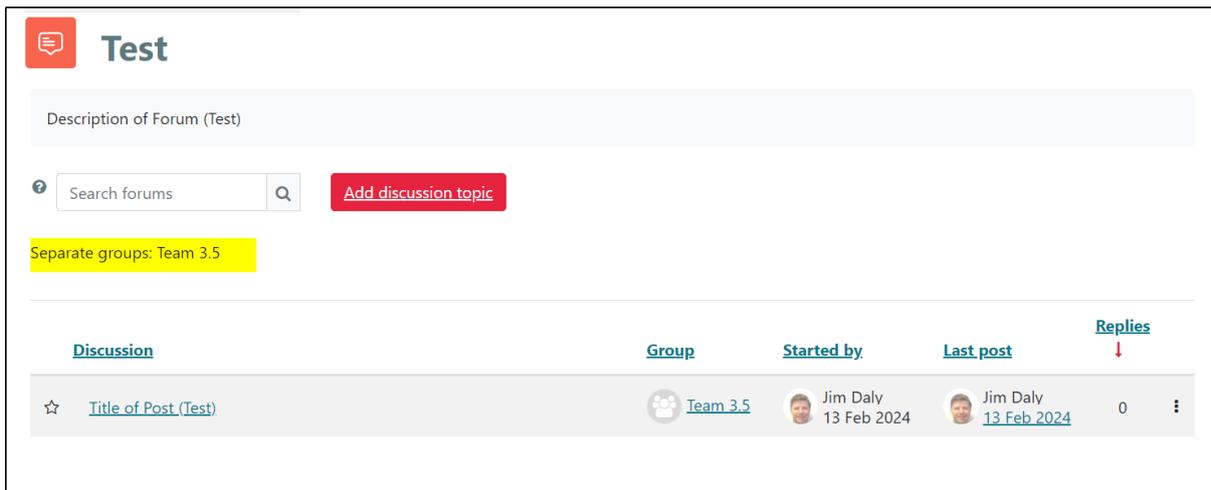
This will bring up a form with more options. Once you have added the title and text of your post, scroll down. Make sure there is a specific group selected and then tick the 'Post a Copy to all Groups' box.



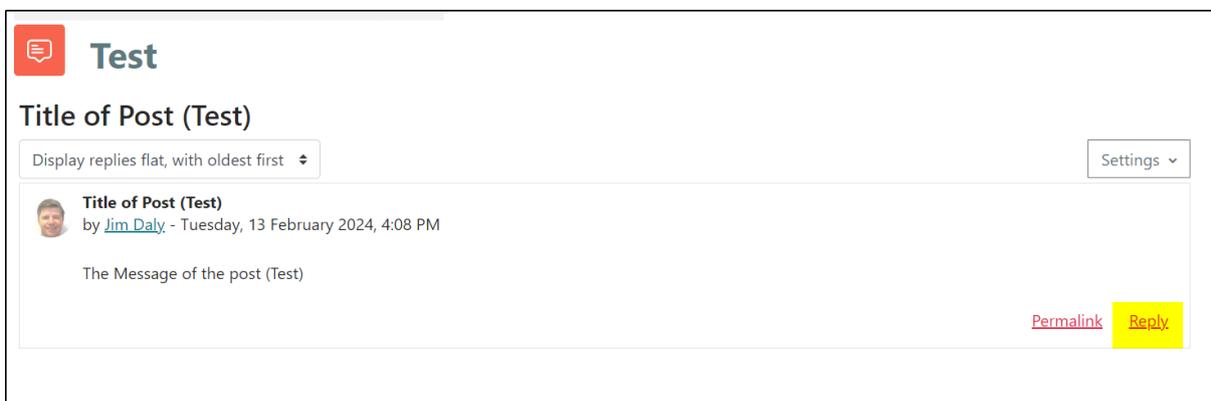
Scroll down and click 'Post to Forum'



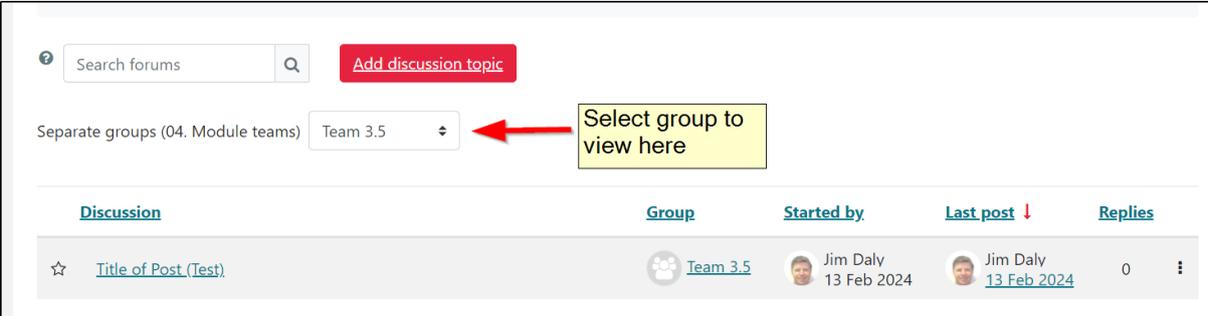
The student will see an iteration of this post for his/her Group only.



They will be able to reply to this and only members of their group will see the reply.



Teaching staff will be able to view each of the groups' posts by using the dropdown menu.



Search forums [Add discussion topic](#)

Separate groups (04. Module teams) Team 3.5  Select group to view here

Discussion	Group	Started by	Last post ↓	Replies
☆ Title of Post (Test)	 Team 3.5	 Jim Daly 13 Feb 2024	 Jim Daly 13 Feb 2024	0