

# Responding to a Mail Discussion

## How to respond to a discussion




### From your Personal Homepage

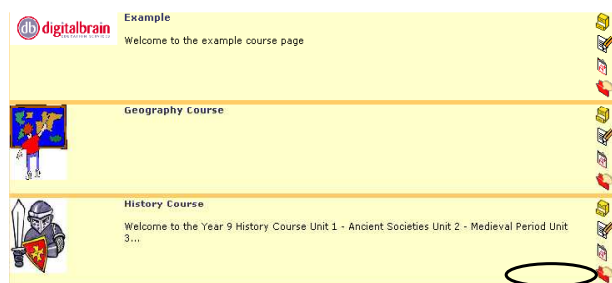
1. From the **Go to** toolbar select **My discussions**.



2. Access the discussion you would like to join by clicking on the subject title of the **Course** or **Community**.

### From a Course or Community

1. Click on the **Course**  or **Community**  icon on your homepage, or use the **Go to** menu in the digitalbrain toolbar and select **My courses** or **My communities**.
2. Click on the **Threaded Discussion**  icon inside the required **Course** or **Community** box.



3. A listing of all discussions currently taking place in this **Course** or **Community** will be displayed.

# Responding to a Mail Discussion

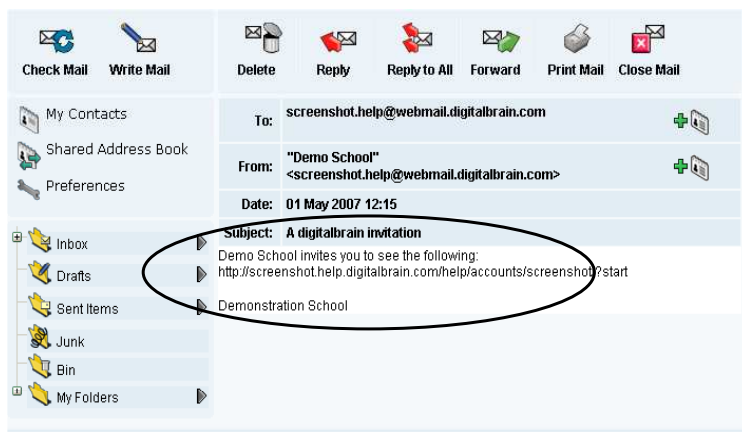
## From an 'Inform' Email

It is possible for someone to send an Inform email, containing a link to a discussion that you are invited to contribute to.

1. From your inbox open the email entitled **Digitalbrain Invitation** (by clicking on it).

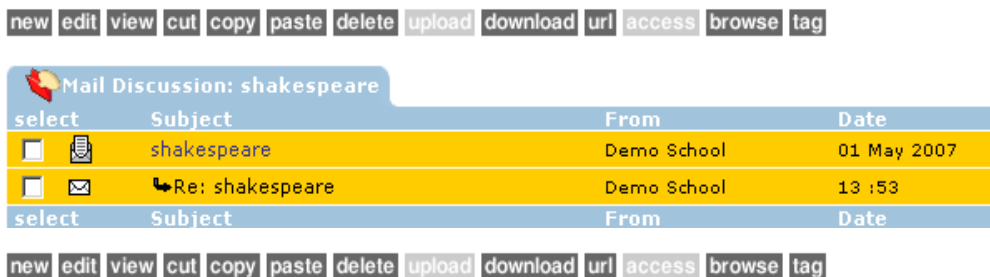


2. Click on the hyperlink that is displayed.

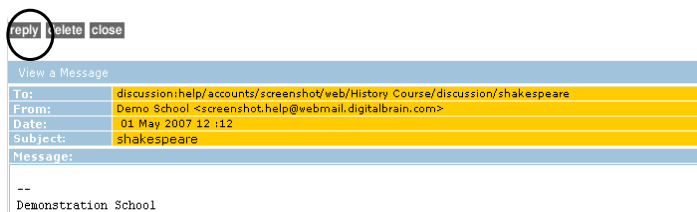


## Responding to a discussion

1. Click on any message thread in the discussion to read its contents.



2. To respond to the discussion simply click **reply**.



# Responding to a Mail Discussion

3. Now type your message in the box provided and click **Send** to post your thread to the discussion.

**Send** **Save** **Cancel**

Compose a Message

**To:** discussion:help/accounts/screenshot/web/History Course/discussion/shakespeare  
**From:** Demo School <screenshot.help@webmail.digitalbrain.com>  
**Date:** 01 May 2007 12 :27  
**Subject:** Re: shakespeare  
**Attachments:** attach

**Message:**

> From: Demo School <screenshot.help@webmail.digitalbrain.com>  
> Date: Tue, 01 May 2007 11:12:41 GMT  
> Subject: shakespeare  
> Message: --  
Demonstration School

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Demonstration School