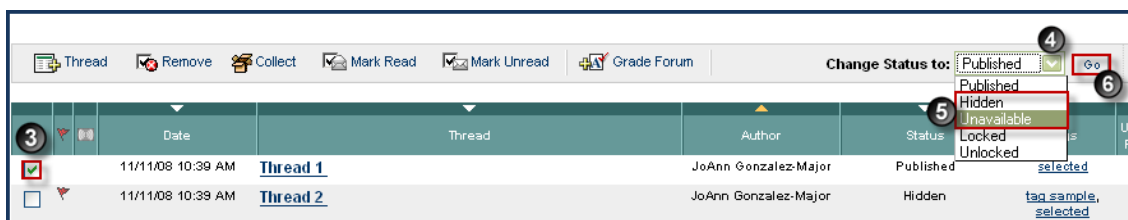


Hiding Threads

Threads within a forum can be hidden by the Manager or Instructor so they are no longer visible to users. This may be useful in active forums that span several themes or topics.

There are two statuses for hidden threads.

- A. Hidden: Hidden threads do not display unless the user chooses. Hidden threads may not be modified.
- B. Unavailable: Unavailable threads are only visible to forum managers & instructors. Even then, forum managers must choose to view these threads. Making threads unavailable means that users can no longer view the thread.



To hide a series of threads:

1. Select the Discussion Board you wish to modify. The forum page will be displayed.
2. Click on the Form in which you wish to hide the messages.
3. Click on the check box to the left of the **Thread** to be hidden.
4. Next click on the drop down arrow to the right of the **Change Status to:** field.
5. Then click on either the **Hidden** or **Unavailable** entry.
6. Then click the **[Go]** button.