

Quick Reference: Canvas Discussion Notifications

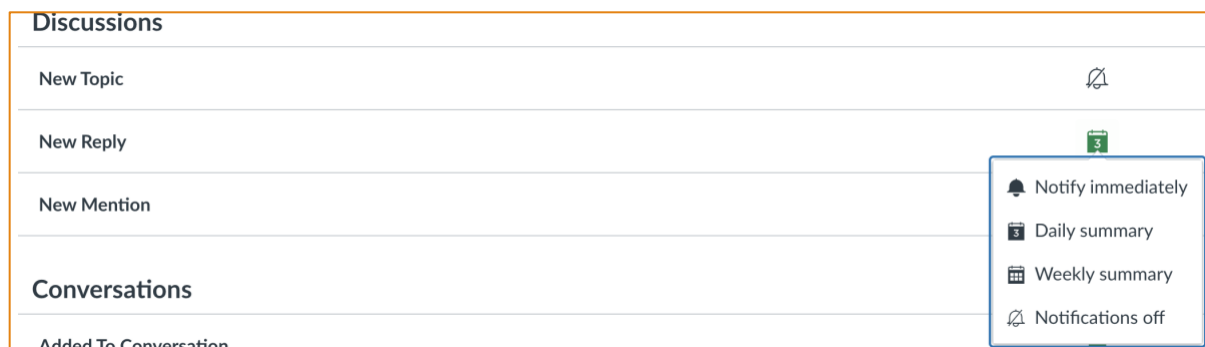
It can be helpful to turn on notifications for particular discussions in your course, such as a course Q&A board, that you may not otherwise check regularly. These notifications can help prompt you to find student questions and be able to respond to them in a timely way.

There are a few areas you'll need to adjust in Canvas to ensure that you receive particular discussion notifications but not notifications of *all* discussion posts in your courses.

User account notification settings

Under your **Account** button in Canvas' global navigation menu, select **Notifications**. Look for the **Discussions section**.

These settings are your general settings across all Canvas site enrollments. For **new reply**, you might select that you want a daily summary, a weekly summary, or no notifications at all. (You can set more specific choices by course and by discussion forum, addressed below.) Daily summaries can be helpful in that you have one place to quickly scan through recent student posts.



The screenshot shows the 'Discussions' section of the Canvas notification settings. It lists three notification types: 'New Topic', 'New Reply', and 'New Mention'. A dropdown menu is open for 'New Reply', showing five options: 'Notify immediately', 'Daily summary', 'Weekly summary', and 'Notifications off'. The 'Discussions' section is highlighted with an orange border.

Course-level notification settings

You can also adjust notification settings within individual courses; this is helpful if, for example, you are enrolled in a colleague's course and don't want to receive any notifications from that Canvas site. The default settings at the course level are inherited from your user account notification settings.

To access the course-level notification settings, look for the **View course notifications** button on your course homepage.

Recent Announcements



DOC workshop wraps up today

Hi All,Just a quick reminder that the DOC workshop wraps up today...

Posted on:

Nov 14, 2022, 8:12 AM



DOC Week 6 Introduction








Hi All,Thanks for sharing interesting, challenging, and very unique dis...

Posted on:

Nov 9, 2022, 10:24 AM

Developing an Online Course - Fall 2022 

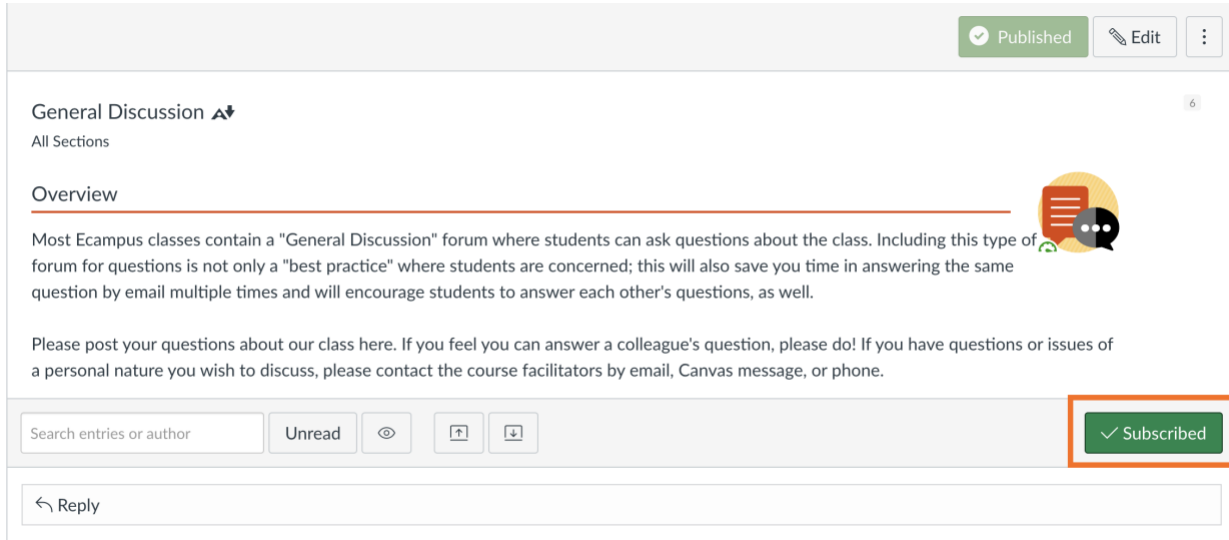
 Edit 

-  Import Existing Content
-  Import from Commons
-  Choose Home Page
-  View Course Stream
-  New Announcement
-  New Analytics
-  View Course Notifications

Subscribing to an individual discussion forum

You will receive notifications for the discussion forums to which you are subscribed, so it is particularly important to subscribe to any Q&A forums in your course.

To subscribe, access the individual discussion forum and look for the **Subscribe** button below the prompt. Click it, and it will turn green with a checkmark.



The screenshot shows a discussion forum interface. At the top right, there are buttons for 'Published', 'Edit', and a menu icon. Below this, the forum title is 'General Discussion' with a dropdown arrow and a '6' indicating the number of sections. Underneath, it says 'All Sections'. The main content area has a heading 'Overview' followed by a red horizontal line. The text below the line explains that most Ecampus classes have a 'General Discussion' forum for asking questions. A speech bubble icon is visible to the right of the text. Below the text, there is a prompt: 'Please post your questions about our class here. If you feel you can answer a colleague's question, please do! If you have questions or issues of a personal nature you wish to discuss, please contact the course facilitators by email, Canvas message, or phone.' At the bottom of the forum, there is a search bar labeled 'Search entries or author', an 'Unread' button, a 'Share' icon, and two arrow buttons. On the far right of this bar, a green 'Subscribed' button with a checkmark is highlighted with an orange border. Below the forum content is a 'Reply' button with a left-pointing arrow.

Note: as you reply within discussion forums, you may be automatically subscribed to them.

Additional resources

For more information on Canvas notifications, see the [Canvas instructor guide](#) or contact Ecampus Faculty Support at ecampusfacultysupport@oregonstate.edu.