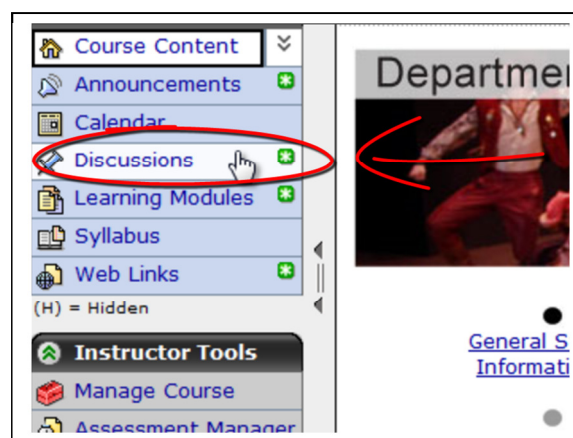# USING THE DISCUSSION BOARD
Removing Topics as an Instructor or TA
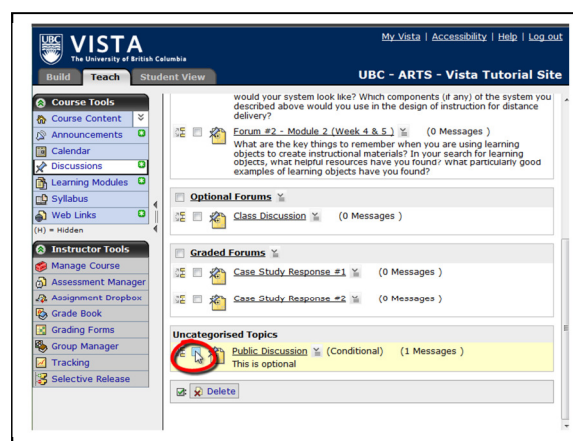
1. Switch to the Teach or Build tab
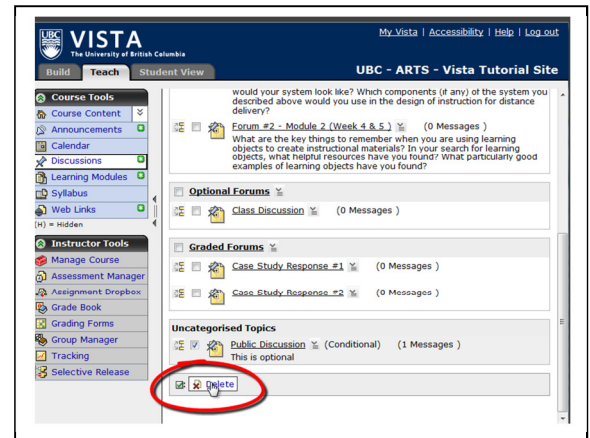   *(In this example, I will be using the Teach view)*

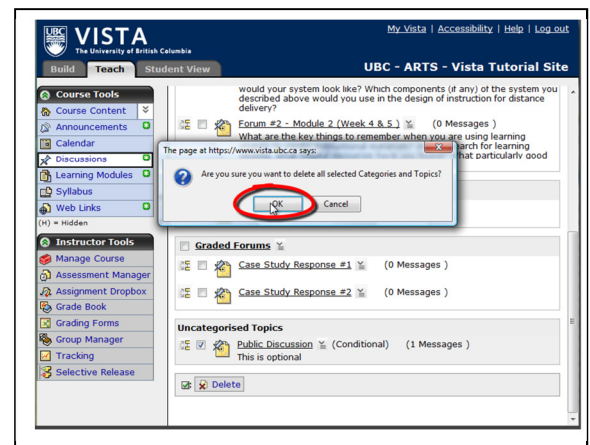2. Click the "Discussions" link in the Course Tools menu

3. Check-off any of the topic items you wish to delete.

4. Click delete.

5. A pop-up message will appear to confirm the deletion. Click "OK"

☺ Make sure to check the discussion board to ensure the changes has been made.