

Receive (or don't receive) email alerts for new forum posts

If you want to receive a daily email alert to your default email (such as your Bulldogs email) that lists the posts made to the open forums in your courses, follow these simple steps. If you want to stop daily email alerts from appearing in your default email, instructions are also included here.

OPEN FORUM
Discussion #1

As a student you have the option to stop ALL email alerts from your forums or only for certain ones. To choose, first click on one of your open forum links.

Subscribe to all forums
Unsubscribe from all forums

From these 2 choices that appear on the screen, you can choose to "subscribe" (allow emails) or "unsubscribe" (not allow emails) for all of your forums in all of your courses.

Or you can scroll to the bottom of the forum instructions and choose to **Manage forum subscriptions**.

From here you can choose which open forums you **DO** want email alerts and which ones you **DO NOT** want.

Manage forum subscriptions
Export
View posters
[Subscribe to this forum](#)

You will then see a list of all of your forums. In the Subscribed column, choose whether you want to be sent emails or not for each one.

If you only want the subject lines of each forum post sent to your email instead of "Complete posts" choose "Subjects only" under the **Email digest type**.

Topic	Forum	Description	Discussions	Unread posts	Subscribed	Email digest type ?
Chapter 2 (Due 8/27)	Discussion #1	Answer each of the Chapter questions found below and all parts of the questions.	0	0	No	Default (No digest) ▾
Chapter 5 (Due 9/17)	Discussion #2	Answer each of the Chapter questions found below and all parts of the questions.	0	0	No	Default (No digest) ▾
Chapter 8 (Due 10/8)	Discussion #3	Answer each of the Chapter questions found below and all parts of the questions.	0	0	No	Default (No digest) ▾

Note:

If the "Manage forum subscriptions" choice is not available, ask your instructor to activate "optional subscriptions" for the forum.