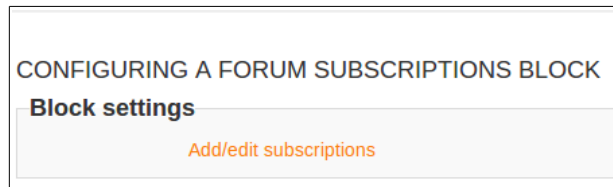
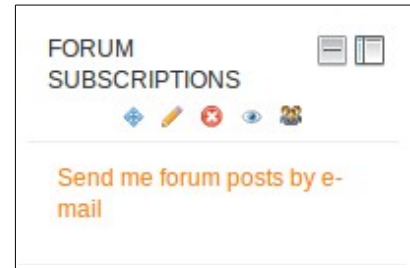


Teacher Management of Forum Subscriptions

1. Login
2. Navigate to your Course/Page
3. Turn Editing On
4. Click on Pencil icon (Configuration) on Forum Subscriptions
5. Click on Add/edit subscriptions
6. Manage subscriptions



ADD A SUBSCRIPTION TO 'TEACHER PAGE'

Email address*

News Forum

Select all/none

There are required fields in this form marked *.

EXISTING SUBSCRIPTIONS IN 'NEWS FORUM'

Parent-email @gmail.com

This form contains two main sections. The first section, 'ADD A SUBSCRIPTION TO 'TEACHER PAGE'', includes a required email address field, a checked checkbox for 'News Forum', a 'Select all/none' link, and a 'Subscribe to this forum' button. A red error message states 'There are required fields in this form marked *'. The second section, 'EXISTING SUBSCRIPTIONS IN 'NEWS FORUM'', shows a list of subscriptions with one entry: 'Parent-email @gmail.com' and an 'Unsubscribe from all forums' button.

This screen will allow you to accomplish two functions

1. Force subscription on parents one at a time
2. Unsubscribe parents from all forums **on your page**