Creating a Forum Thread

A "thread" is a group of forum messages about a topic — a post and its replies.

From the Menu:

1. Select **Forums > List Forums**.
   Right now there is only one forum — the one you just created.

2. On the List forum page, click the forum name.

![Forum page screenshot](image)

3. The Forum page lists all the topics (and their threads) in the forum. Since this is a new forum, Tiki tells you that there are no topics to display.

   ![Forum page screenshot](image)

   The Forum page lists all topics in the forum and allows you to create new topics.

   **NOTE**
   The Moderator Actions toolbar appears because you are logged in as the Admin. Regular users will not see this area.

4. Click **New Topic** to create a new topic (post) in the forum.
5. Enter the following information in each field on the page:

- **Title**: Enter a title for the post.
- **Edit**: Enter the body of the post here. Remember, you enabled the **Use wiki syntax** option earlier. You can use the regular wiki syntax, including the code highlighter, when writing a forum topic.
- **Watch for replies**: By default, the **Send me an e-mail when someone replies to my topic** option is selected. This allows you to monitor the thread. Tiki will send you an email each time another user responds to your post.

**NOTE**

You will learn about thread types later.

6. Click **Post**. Tiki saves the posts and displays the Forum post page.

By default, the following actions are available for each post:

- ☑ **Edit** the post.
- ✗ **Delete** the post.
- 🔍 **Report** the post to the moderator.
- ✅ **Stop watching** (monitoring) the post. If you did not select the **Watch for replies** option, you would be able to select the (Monitor) icon to begin monitoring the post.

In addition, the following actions are available for the entire thread:

You can also ☐ **Print this post** or **Print the entire thread**.

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