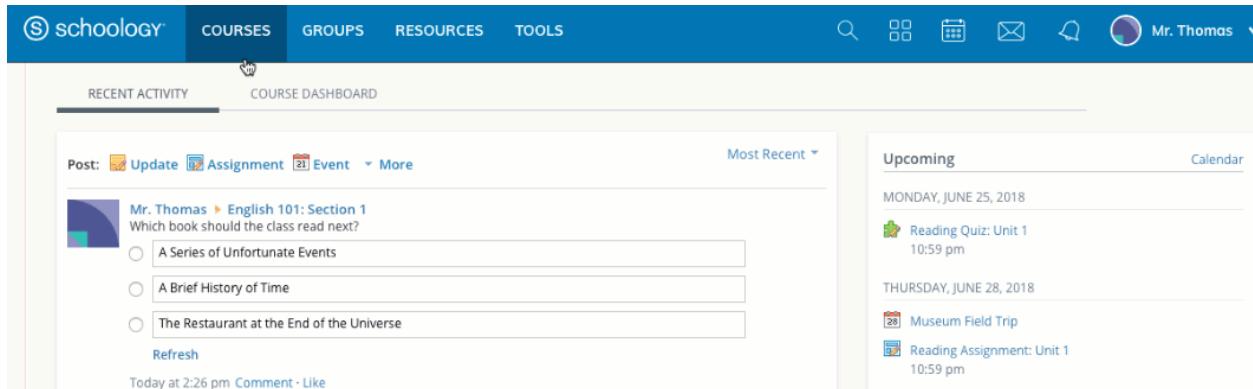


Course and Group Moderation

Course and Group Moderation allows you to monitor members' comments before publication. When moderation is enabled, you must approve each update, comment, or response in the course or group before it is available to other members of your group.

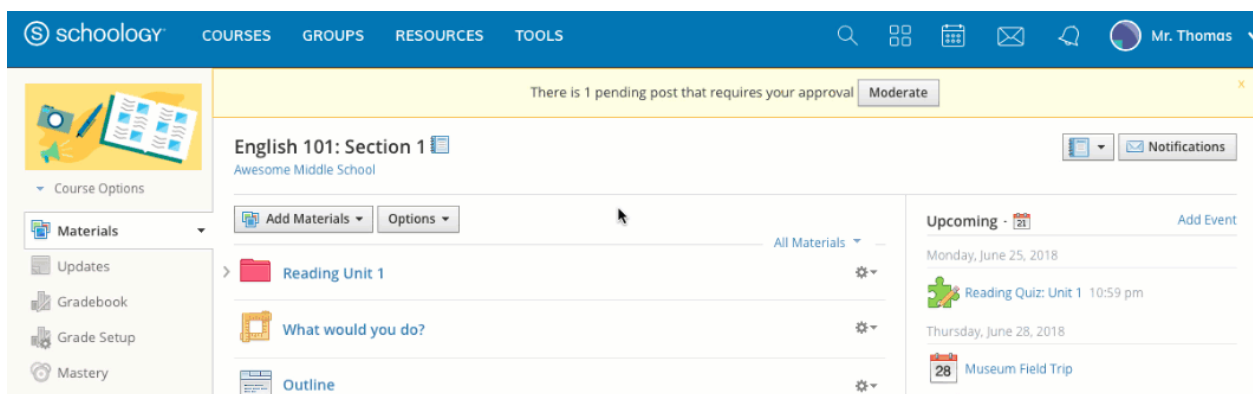
Enable Moderation



1. Click **Courses** or **Groups** and select the course or group you'd like to moderate.
2. Click on the **Course Options** or **Group Options** in the menu.
3. Select **Moderate**.
4. Click **Enable Moderation**.
5. Click **Enable** to complete.

When a student posts an update or comment in the course or group that is moderated, they'll receive the message: "Your update post is pending moderator approval."

Approve or Delete Pending Comments



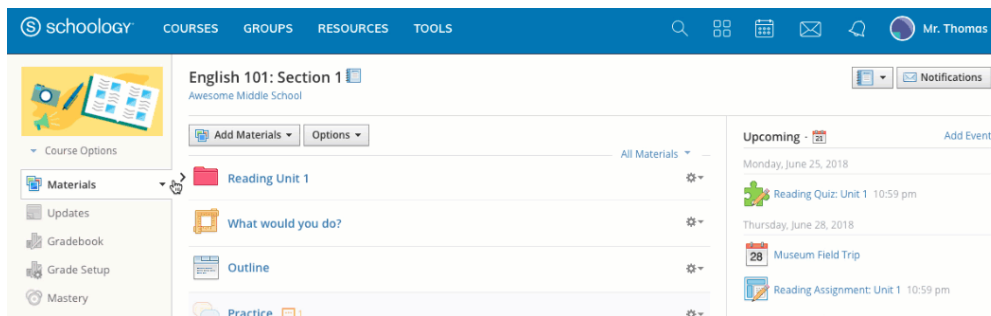
1. Click **Moderate** as it appears from your course when there are pending updates and comments.
2. Alternatively, select **Moderate Posts** from Course Options.
3. Check the box from each comment you'd like to approve, and click on the Approve button.
4. Or, check the box from each comment you'd like to delete and click on the Delete button.

To approve or delete all pending comments, click the check box for the Approve button, and select the option to **Approve** or **Delete**.

Disable Moderation

1. Click **Courses** or **Groups** and select the course or group you'd like to moderate.
2. Click **Course Options** or **Group Options**.
3. Select **Moderate Posts**.
4. Click **Disable Moderation**.
5. Click **Disable** to complete.

View Deleted Updates and Comments



1. Click **Courses** or **Groups** and select the course or group you'd like to review deleted comments.
2. Click on **Course Options** or **Group Options**.
3. Select **Moderate Posts**.
4. Click on the Deleted link from the Pending area.