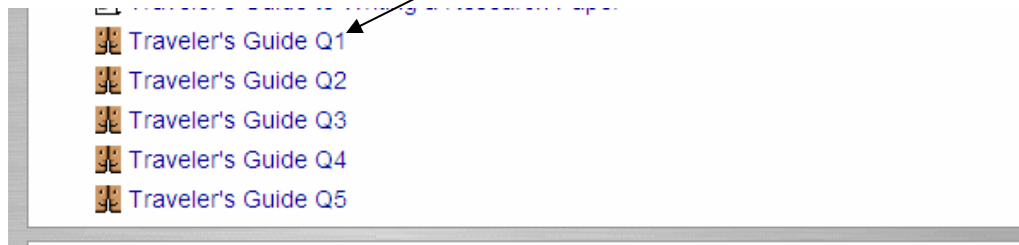
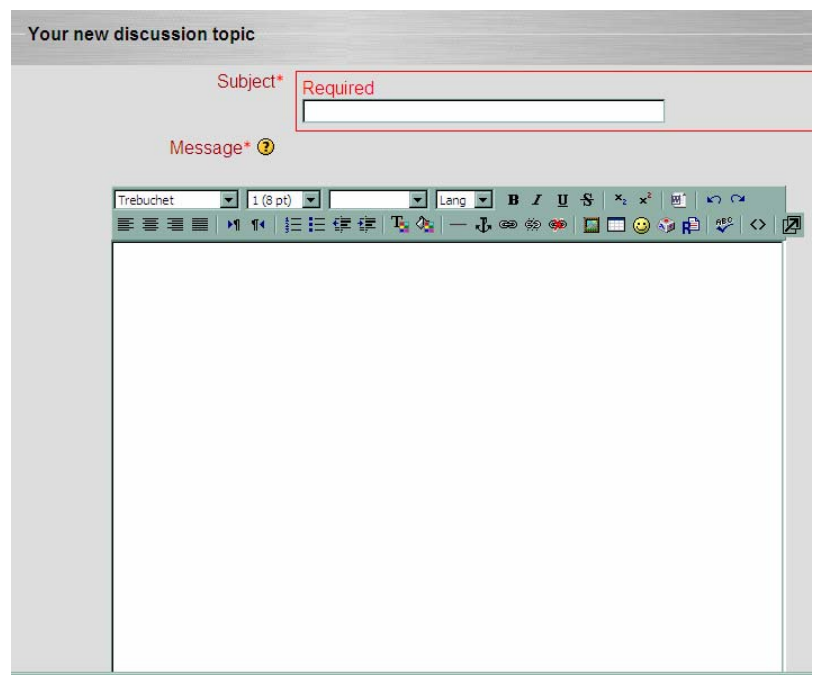


# Preventing Copies of Forum Posts Being Sent to Your Email Account

1. Log into Moodle, navigate to the desired course
2. Click on the appropriate forum link in the content section of your course



3. Follow the directions from your teacher about how to respond in a forum (either click the reply button or click on the "Add a new discussion" topic button)
4. Key an appropriate subject and your response in the message textbox provided
5. Underneath the textbox next to the subscription heading click on the dropdown arrow and change it to "I don't want email copies of posts to this forum"



Post to forum

There are required fields in this form marked\*.