Chat Rooms

There are two types of chat rooms in D2L: General and Personal. The General Chat is available to all students and the Personal Chat is available only to those who are enrolled in that chat.

To create a General Chat

1. Select Communication then Chat from the course navigation bar.
2. Select New Chat.
3. Enter a name in the Title field.
4. Select the General Chat option.
5. If desired, add a Description of the chat.
6. Select Create.

To create a Personal Chat

1. Select Communication then Chat from the course navigation bar.
2. Select New Chat.
3. Enter a name in the Title field.
4. Select the Personal Chat option.
5. If desired, add a Description of the chat.
6. Select Create.
7. Select the drop-down arrow next to the personal chat you just created.
8. Select View Members.
9. Select Add Members.
10. Select the chat members.
11. Select Add.

To participate in a chat

1. Select Communication then Chat from the course navigation bar.
2. Select the chat name from the list.
3. Enter text in the bottom text box and select Send.