How can I see when new items are added to a forum in my module?

This refers to Moodle 3.8 from July 2020 onward

In your profile there is a setting to get Moodle to mark new forum posts for you:

- Go to your dashboard by clicking University logo on the top left
- Open your personal menu and click Preferences

- Click Forum preferences

**User account**

- Edit profile
- Preferred language
- Forum preferences
- Editor preferences
- Course preferences
- Calendar preferences
- Security keys
- Message preferences
- Notification preferences

- Under Forum tracking ensure it is set to highlight new posts
You will then see new posts highlighted in a number of ways, for example on the main module page:

![0.2 Introductions forum](image)

1 unread post

or when you go into the forum:

To receive an email every time someone posts

This means that you will receive an email (either every time someone posts or once a day, depending on your profile settings)

- Still in the Forum preferences page:
- Forum auto-subscribe should be set to 'Yes: when I post, subscribe me to that forum'

![Forum auto-subscribe](image)

When you have completed changes to your Profile click on the Update profile button.