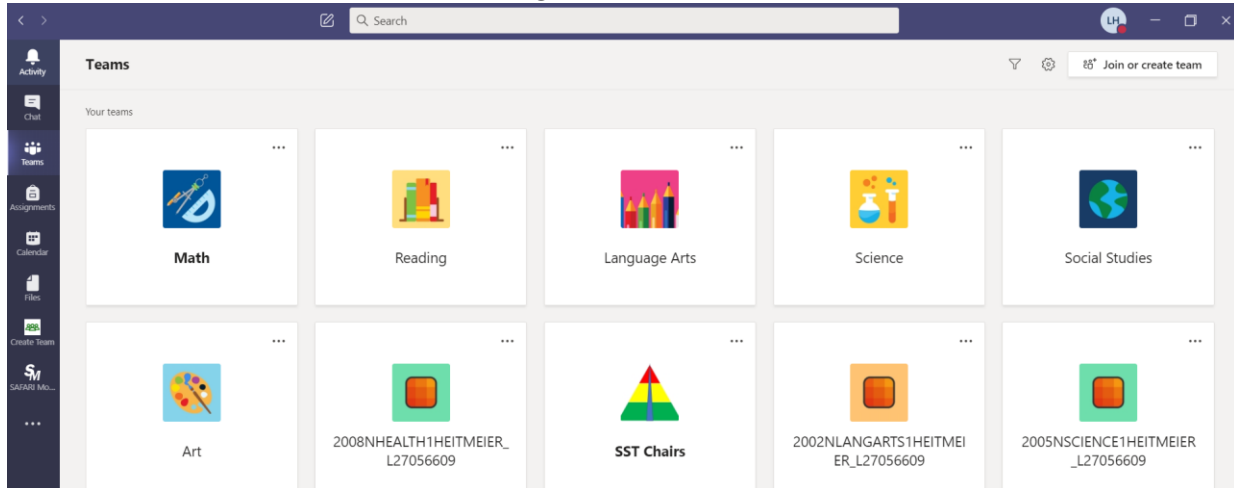


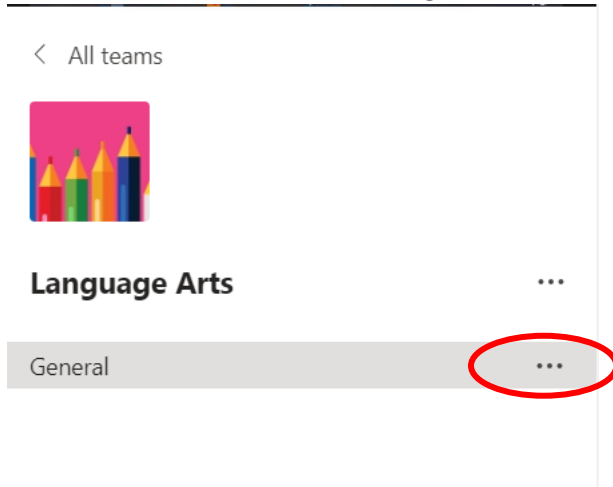
Turn off Student Posting in the General Channel

Only teachers should have the ability to post in the general channel on your class teams. This will allow all of your announcements, messages and assignments to be seen without getting mixed up with student comments. Follow the directions below to turn off student comments.

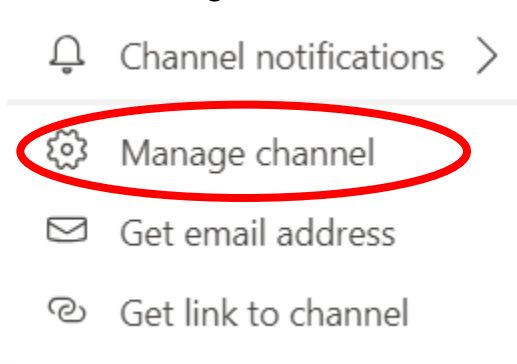
1. Select the class on your Teams page.



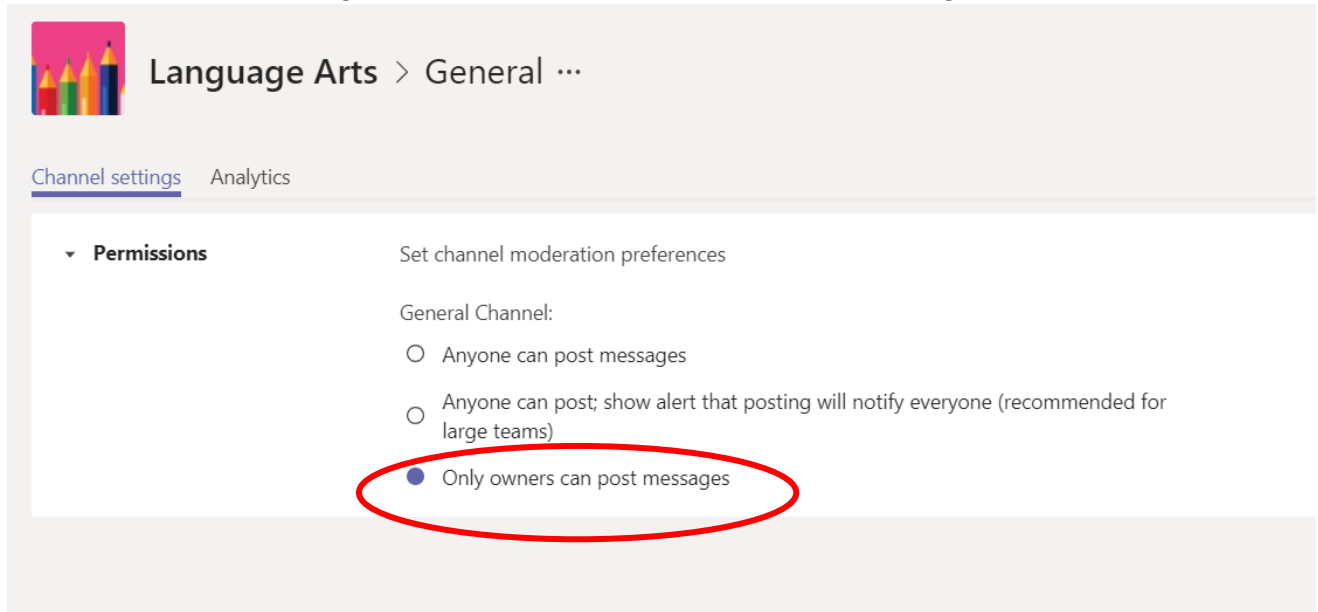
2. Click on the 3 dots to the right of your **General channel**.



3. Select Manage Channel.



4. Under Channel Settings, select Only Owners Can Post Messages



The screenshot shows the 'Language Arts' channel settings page. The title is 'Language Arts > General ...'. Below the title are two tabs: 'Channel settings' (which is selected and underlined) and 'Analytics'. Under the 'Channel settings' tab, there is a section titled 'Permissions' with a dropdown arrow. To the right of this section is the text 'Set channel moderation preferences'. Below this, it says 'General Channel:'. There are three radio button options: 'Anyone can post messages', 'Anyone can post; show alert that posting will notify everyone (recommended for large teams)', and 'Only owners can post messages'. The 'Only owners can post messages' option is selected, indicated by a blue dot, and is circled in red.

Language Arts > General ...

[Channel settings](#) [Analytics](#)

▼ **Permissions** Set channel moderation preferences

General Channel:

- Anyone can post messages
- Anyone can post; show alert that posting will notify everyone (recommended for large teams)
- Only owners can post messages