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Manage Membership Course Comments in GLM

Mavilyn Carlos - 2026-08-21 - [Memberships & Communities](#)

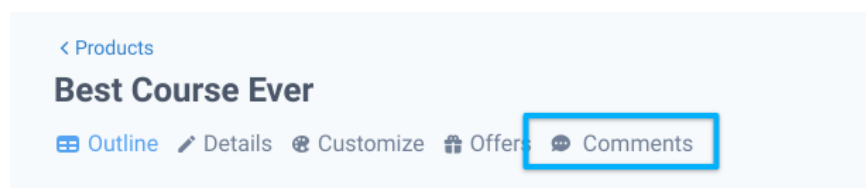
Comments are an optional feature in your Gym Lead Machine Membership courses that let participants respond to your content and give you feedback on it. You control whether comments are private to you or visible to everyone, which Categories and Lessons accept them, and what happens to comments already posted.

What you can do with comments

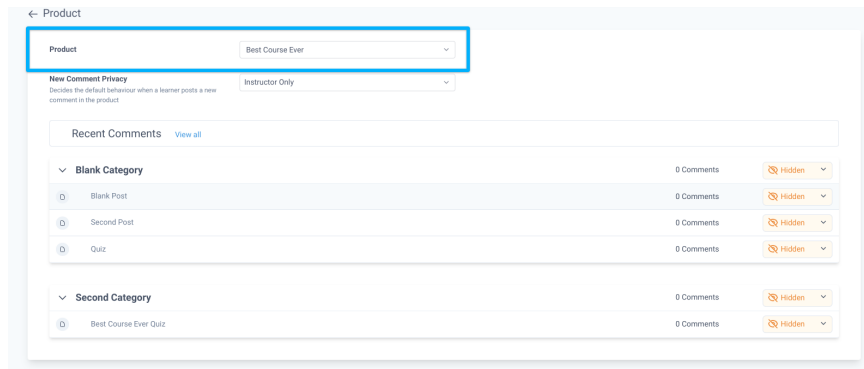
- Set whether new comments are private, public, or chosen by the participant
- Turn comments on for a whole Category at once
- Turn comments on for individual Lessons while the rest of the Category stays closed
- Hide existing comments or lock a discussion without deleting it
- Reply to, edit, or delete any comment from one list
- Filter comments by Product or by Lesson
- Restore a comment after deleting it

Set the default comment privacy

1. Select **Memberships** in the left menu of your Gym Lead Machine account.
2. Hover over **Courses** in the upper menu and select **Products**.
3. Select the Product whose comment settings you want to change.
4. Select **Comments** in the menu below the course title.



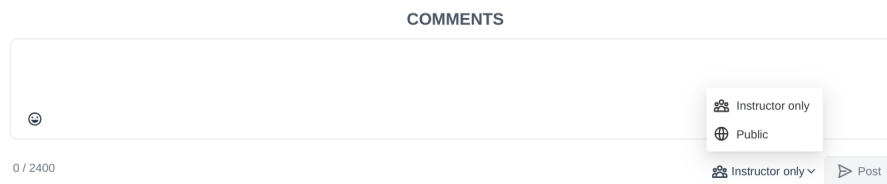
5. Use the field at the top of the Comment page to move between Products if you need a different one.



6. Choose an option in the **New Comment Privacy** field.

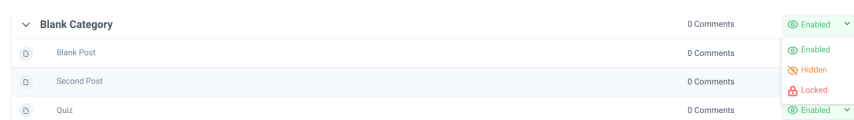
The three options behave as follows:

- **Instructor Only:** the comment is visible only to you as the course creator.
- **Public:** the comment is visible to you and to all participants immediately.
- **Both (User Selection):** an option box appears when a participant posts, and they choose whether the comment goes to you only or is public.



Turn comments on or off for Categories and Lessons

1. Find the Category on the Comment page.
2. Set the menu to the far right of the Category name to **Enabled**. Every Lesson in that Category updates automatically.



3. Leave a Category set to **Hidden** and enable individual Lessons instead if you only want comments in certain places.

Blank Category	0 Comments	Hidden
Blank Post	0 Comments	Enabled
Second Post	0 Comments	Hidden
Quiz	0 Comments	Enabled

- Set a Category or Lesson to **Lock** if you want existing comments to stay visible but no new ones to be added.

Note

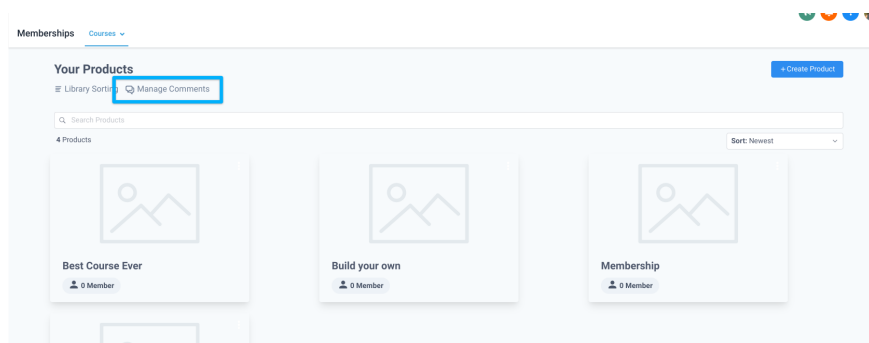
Setting a Category or Lesson to Hidden hides every comment already posted there as well as blocking new ones. If you want the existing discussion to stay visible, use Lock instead.

Enabled, Hidden, and Locked: which should you use?

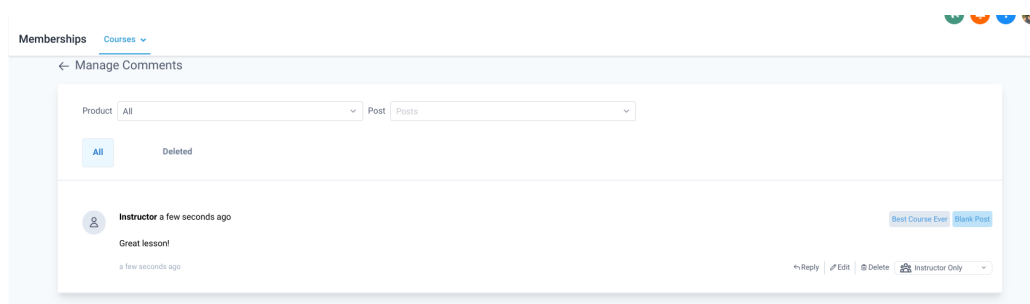
Setting	Existing comments	New comments	Use it when
Enabled	Visible	Allowed	You want an open discussion on the Lesson or Category
Hidden	Hidden	Blocked	You want the comment section gone entirely for now
Lock	Visible	Blocked	The discussion has run its course but is worth keeping

Reply to, edit, and delete comments

- Select **Manage Comments** on the main Products page.



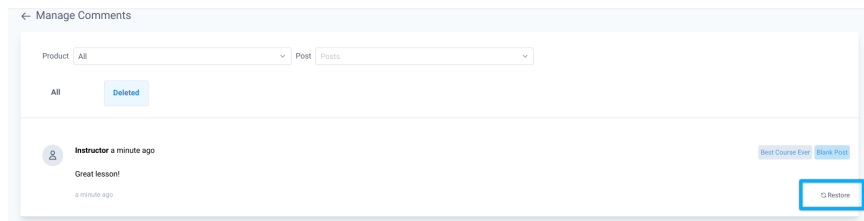
- Review the **All** tab, which lists every comment across your courses.
- Filter the list by Product, or by Lesson using the **Post** field.



4. Open the menu beside a comment to reply to it, edit it, change its privacy preference, or delete it.



5. Select the **Deleted** tab and choose to restore on the right of the screen if you need a deleted comment back.



Frequently asked questions

What is the difference between hiding comments and locking them?

Hiding removes the existing comments from view and blocks new ones. Locking keeps the existing comments visible and blocks only new ones. Use Lock when a discussion is finished but still useful to read, and Hidden when you want the comment section closed entirely.

Can I let participants decide whether their comment is private?

Yes. Set New Comment Privacy to Both (User Selection). An option box then appears when a participant writes a comment, and they choose whether it goes to you alone or is visible to everyone in the course.

Can I turn comments on for one Lesson without opening up the whole Category?

Yes. Leave the Category set to Hidden and enable the individual Lessons you want. Setting a Category to Enabled updates every Lesson inside it at once, so use the Lesson-level setting when you want comments in only a few places.

I deleted a comment by mistake. Can I get it back?

Yes. Open the Deleted tab in Manage Comments and restore the comment from the right of the screen.

Where do I see all the comments across my courses in one place?

On the main Products page, select Manage Comments. The All tab lists every comment, and you can narrow it by Product or by Lesson using the Post field.

Helpful tips

- Decide your New Comment Privacy setting before enabling comments, so the first posts land the way you intend

- Use Lock rather than Hidden when a Lesson's discussion is worth keeping visible
- Enable a whole Category when you want discussion throughout, and use Lesson-level settings for anything narrower
- Check the Manage Comments list regularly rather than Lesson by Lesson
- Filter by Post to find the comments attached to a specific Lesson

If you have questions about comments in Membership courses in Gym Lead Machine, our Support team is happy to help. Reach us at **hello@usekilo.com**.

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