



TOP TEN DISCUSSION BOARD DOS AND DON'TS

Do think before you post. Complete the reading or preparation work before you write.

Do post your response early to give your classmates more time to reply. Check back later to see what comments have been added.

Do explain your opinion and use examples to help others understand your points.

Do post something that furthers the discussion and shows depth of thought. The best part of a discussion board is that you get lots of think time before you post. Use it.

Do reply to several of your classmates' posts, adding examples or asking questions.

Do remember that it is harder to tell when something is a joke online. Use humor sparingly.

Don't agree with everything you read. It makes for a really boring conversation. Politely disagree when you have a difference of opinion.

Don't reply to the same people each time. Try to bring in other voices.

Don't get personal.

Focus your criticism on ideas and arguments, not on your classmates.

Don't bring the outside in. No inside jokes, references to people who aren't in the conversation, or comments you wouldn't say face-to-face.