

## TIPS FOR DISCUSSIONS IN YOUR ONLINE CCV COURSES

*You've had a chance to get to know your classmates in person, and now your face-to-face discussions will happen online in the Canvas discussion forums. Here are the strategies online students use for the most productive discussion forums:*

- Read the discussion forum prompts carefully. Be sure you are correctly responding to all parts of the question or prompt.
- Dig deep. The online format of the discussion forum allows you to think deeply and research before responding. Instead of just sharing your opinion, share your thought process and the facts (and the source of the facts) that support your opinion.
- Proofread your posts before submitting to make sure you are stating your point clearly and that you have addressed any spelling or grammatical errors that could create confusion.
- Avoid jokes because humor can be difficult to interpret without nonverbal communication.
- When responding to classmates, show them that you read and thought about their posts. Recognize what they have said specifically and add to their thoughts. Responses that only include trivial statements like "Great post!" do not facilitate engagement.
- Be polite and disagree respectfully.
- Students who post early tend to get the most responses because there is more time for classmates to read and consider their statements, so post early if you can.
- Consider replying to a classmate who has not yet had any responses.
- If you are asked a question, answer it.
- Keep in mind that students may not be looking back at forums from previous weeks, so try to complete all interaction before the next week begins.