GOPOST DISCUSSION BOARD

DISCUSSION BOARD PROTOCOL

- To access the discussion board, follow the link on the course website and log in with your UW NetID.

- The first time you visit the discussion board: Click 'Profile' in the upper-right corner of the screen and then 'edit profile' in the upper right corner of the orange box on the page that comes up. You have options about what information to add to your profile. At a minimum:

  1. change your 'screen name' to from your UW NetID to your first name
  2. add an email address that you check regularly

  A picture in the 'avatar' field is also helpful for learning names and carrying conversation back and forth from the discussion board and class.

- To access the week's readings: Click the discussion area for the week and then the conversation that I have started with the week's readings as the subject line. In the opening posting of this conversation, you will find a posting with the week's readings attached in pdf format (print these!) and a list of questions and/or topics from the readings that I'll expect you to be prepared to discuss when we meet. If you have questions for your classmates about the readings or want to share related ideas, please post in this conversation by replying in the 'Add to this conversation' field at the bottom of the page.

- If it is your week to post a microessay: Start a new conversation in the week's discussion area using the name of your essay as the subject line and the essay as the body of your posting. Microessays must be posted by 9:00pm Sunday on the week due.

- If it is not your week to post a microessay: Do not start any new conversations. Do add to the conversations started by that week's microessay posters, posting responses to two or more of your classmates' microessays by 9:00pm Tuesday.

CHARACTERISTICS OF EFFECTIVE POSTINGS

- Response posts should generally be no more than one to two thoughtfully-composed paragraphs. It is the quality of the message that I and your classmates will be looking for, not the quantity.

- Be sure to sign all posts. If people have to work to connect your screen name to the person they know in class it is much harder to carry discussion topics and ideas back and forth between the discussion board and the classroom. (Filing in your profile information is also good for facilitating contact with your classmates.)

- Post on time. Discussion topics will inform class discussion and so posting and reading the discussion board will be crucial and time-sensitive preparation for engaged in-class participation.

- Choose your words and phrase your sentences thoughtfully. Online communication lacks the non-verbal cues that provide much of the meaning in face-to-face conversations, so after you draft your posting please read back through what you've written. Please be professional and courteous.

- Proofread. It is good practice to compose a message in a word processing program, use the grammar and spell-check, and then cut and paste to post it to the discussion board. (This also guards against you ever having to re-compose a message if an error occurs when you click 'Post'.)

- Reduce reply quotations. To avoid stretching out the conversation unnecessarily, when you quote an earlier posting, edit it down to just what is necessary to act as context for your reply.

HELP WITH GOPOST

If you have a technical problem with GoPost, contact UW Catalyst Help at 206-897-1999 or catalysthelp@u.washington.edu.