

## Discussions

The discussions are an important part of online classes. Each week you will share your ideas and tips with your classmates. Just like in a face-to-face class, you can learn a lot from your classmates and by sharing ideas. Your classmates come from many different cultures and backgrounds. You want to share ideas and tips, not offend.

## Questions

There is one section in Discussions called questions. This section is not graded and it is to ask questions that you think your classmates may know the answer to, or may benefit from the answers. Before posting your question, check if anyone has asked it already and received a reply. You should check this section when you see that there is a new item that you haven't read. If you reply to a question from a classmate, make sure your answer is accurate.

**Do not** use this to write to me specifically. If you need to write to me you can use course mail in Blackboard, or use college email: [jjoy@montgomerycollege.edu](mailto:jjoy@montgomerycollege.edu).

## Weekly Questions

The weekly discussion questions ask you to answer a specific question. This section is graded. Read the question and follow the instructions. You are expected to post your own answer to the topic early in the week, then read all of the posts from your classmates. You should respond to a few posts.

## Netiquette: Common Sense Etiquette Rules for the Internet

Before writing your first post, watch <http://www.zebra0.com/computers/videos/discussions.mp4>. This shows you how to create a post and insert a picture.

- Make sure your post is on topic and relevant.
- Reply to a classmate if you have something to add. Don't just say "I agree." or "Good point."
- You are expected to use academic writing in your posts. This is not the place for text message style writing.
- Run a spelling and grammar check before posting anything to the discussion board.
- Don't type in ALL CAPS! If you do it will look like you are screaming.
- Learn to insert pictures in your post. Your classmates should not have to click to download a picture or unzip a file to see your comments.
- Don't write anything that sounds angry or sarcastic even as a joke, because without hearing your tone of voice, your peers might not realize you're joking.
- Respect the opinion of your classmates. If you feel the need to disagree, do so respectfully and acknowledge the valid points in your classmate's argument.
- Be polite. Say "thank you" when a classmate helps you or answers your question.
- Check the most recent comments before you reply to an older comment.
- Be forgiving. If you think a classmate made a mistake, or you feel offended, just let it go.