**Discussion Board Best Practices - Janice Feldbauer**

1. Techniques used for prompting meaningful responses on discussion boards included using short readings with required analysis, sharing thoughts about contrasting quotations, using scenario-based positioning, using "bookending" where students use initial explorations at the beginning of the week, followed by analytical discussion at the end of the week.
2. Methods used to encourage early posting included setting requirements for a deadline for original post, use of reminders in setting up the posting standards, use of restricting the view of posts by others until you post your own, and adding specific language as to the quality and quantity of replies to other students by the deadline.
3. Other topics included letting students moderate discussions, or rate each other's posts, setting up groups for discussion and periodically changing those groups,
4. An interesting idea to promote further discussion was to set up both an objective and subjective version for a discussion board, where students would be prompted to provide specific objective facts to support their response on the former; while they could provide their own thoughts and opinions on the latter.
5. The use of posting a response by the student or the instructor using other methods besides text were discussed. Using tools like Voice Authoring or Audacity to provide responses to discussion were suggested.
6. Suggestions were made to provide a non-topic based discussion board for networking purposes - where students assist each other or network between themselves. Suggested names of this board varied from Cyber Cafe, Town Hall, Coffee House, Water Cooler, Fishbowl, etc.
7. Finally handling tactless posts was discussed including setting standards in advance with the inclusion of Net Etiquette requirements and what the college policy is if the student continues to use improper language or is tactless (i.e. making a note to student under the post that it is inappropriate and they will be contacted by their instructor in a private email, when to initiate disciplinary action by sending offender to Administration (the Dean who will support instructor), etc.