

## Online Discussion Board Activity Planning Worksheet

Use the following lesson planning template to help plan online discussion board activities/lessons.

<b><i>Discussion Activity Design</i></b>	
Student learning outcome(s)	By participating in this discussion students will be expected to:
Title of discussion:	
Timelines:	Start Date: _____ End Date: _____
Will students work in groups? How?	
Who will start the discussion and how?	
How will this discussion activity be summarized?	
How will grades be assigned?	
What do students need to know to complete this activity? <i>- instructions</i> <i>- connection to course learning outcome</i> <i>- discussion etiquette and social norms for respectful and safe dialogue</i>	
What are the requirements? <i>- # of original posts</i> <i>- # of replies</i> <i>- word limits</i> <i>- Start and end dates</i> <i>- Due dates</i>	

## Feedback & Grading

What will a quality post include?	
At a minimum, what will an <i>acceptable</i> post include?	
How will students receive feedback? - frequency - method - peer feedback	

## General Discussion Strategies

Some activity ideas to get started with:	Brainstorm Field trips Problem-solving Story telling	Case Studies Debate In the news Interviews	Critiques World-café Peer feedback Photo Challenge	Article review Question writing Concept mapping Jigsaw
Some facilitation ideas for dynamic discussions:	<p><b>Prompting</b></p> <p>Using a quote to activate background knowledge</p> <p>Asking a question to encourage multiple perspectives</p> <p>Using an image as metaphor for critical reflection</p> <p>Encouraging students to lead and facilitate their own discussions</p>	<p><b>Building</b></p> <p>Infusing content information</p> <p>Build upon the ideas of peers</p> <p>Encouraging connections between course material and other sources</p>	<p><b>Extending</b></p> <p>Shifting from individual ideas to group understanding</p> <p>Inviting a guest speaker to moderate a discussion</p>	<p><b>Closing</b></p> <p>Summarize discussion highlights using video or audio</p> <p>Draft a quick infographic highlighting critical concepts that emerged in the discussion</p>

### ***Some tips for success:***

1. Keep current with the discussions by reading all posts.
2. Be present by regularly posting feedback, encouragement and direct discussions where needed. At the same time, be mindful of posting too much and overtaking the students' discussion.
3. Communicate expectations early and revisit them when needed.

### **References**

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