

## Participation Requirements

Hi Class!

I have taught online courses for a while now, and I know there are always some concerns and questions on the participation, Discussion Questions (or DQ's) and grading, so I wanted to explain this in more depth to better help you understand this part of the class and online learning; please read below:

- **Posting Requirements:** You need to be online 4 out of 7 days. On the 4 days, you choose, you need to make sure you are responding to at least 2 peer responses, to an optional post placed by the instructor, or follow up response to instructor or classmate. This will give you a **total of 8 responses**, which will award you participation credit; of course more is always encouraged if you wish to do so! A good rule to also follow is to spread your responses out in DQ 1, 2, and 3, and of course the optional questions if you wish to participate in them (these *DO* count towards your participation). *\*The 2 initial DQ responses DO NOT count towards participation as they are already graded separately. Think of these as two smaller assignments due on Wednesday and Friday.*
- **Make sure your posts are substantial:**
  - For Initial DQ Responses (Due on Wednesday and Friday):* Please be sure to answer all parts of the question, and your response should be at least 100 words in length.
  - Replying or Posting to Participate:* Please make sure you are writing on topic and you are replying with at least a two to three sentence response. You should be writing more than an "I agree" statement. Think of this conversation as one you would have in an actual classroom about a topic. I want you to feel free to express yourselves, but appropriately and with proper grammar please so there is no room for miscommunication. Please also ALWAYS be respectful to viewpoints...you can disagree with me or a peer, but do so in a respectful manner.
- **Please also do not place your responses to any posts in the Discussion Forum as an attachment.** There should be a continuous flow of conversation not disrupted by open an attachment.
- **Please make sure you are using proper English within ALL your responses.** I should not see Text language (i.e. LOL, U, or any other abbreviations), as this is college and the writing is expected to be at this level. On the same note, please capitalize and use punctuation, or I will not count your post as substantial. **\*The word "I" should always be capitalized as "I", and sentences should always start with a capital letter.**

*Again, please be sure to take some time to review the documents posted on my resources page:* <http://staceybarnesresources.weebly.com/unv-108-week-1.html>. You will find additional resources not only for posting in the discussion forum, but also for completing assignments, MS Word tips and tricks, and more. I want you all to be successful, so it is so important to understand guidelines and know how to use the tools that are available at your fingertips!

Thank you!

--Stacey