



Forum

How to Use Discussion Forum

Overview

Forums are a discussion platform where you can share with your fellows, and your thoughts heard in the class. It is also a way to get other participants' attention to help you clear your thoughts and discuss the way forward for any misconception. In any social interaction, specific rules of etiquette are expected and contribute to more enjoyable and productive communication.

Improving Your Posts

The following are tips for interacting in this course via the forums, adapted from guidelines originally compiled by AHA! and Chuq Von Rospach & Gene Spafford:

1. Stay on topic in existing forums and threads. Off-topic posts make it hard for other learners to find the information they need. Post in the most appropriate forum for your topic, and do not post the same thing in multiple forums.
2. Use the filters at the top of the forum page (**Latest**, **Top**, and **Unanswered**) to find active, interesting content.
3. Rate posts that are helpful and interesting.
4. Be civil. If you disagree, explain your position with respect and refrain from any and all personal attacks.
5. Stay on topic. In particular, don't change the subject in the middle of an existing thread – just start a new topic.
6. Make sure you're understood, even by non-native English speakers. Try to write full sentences and avoid text-message abbreviations or slang. Be careful when you use humor and sarcasm, as these messages are easy to misinterpret.
7. If asking a question, provide as much information as possible, what you've already considered, what you've already read, etc.
8. Cite appropriate references when using someone else's ideas, thoughts, or words.
9. Do not use a forum to promote your product, service, or business.
10. Conclude posts by inviting other learners to extend the discussion. For example, you could say, "I would love to understand what others think."
11. Do not post personal information about other posters in the forum.
12. Report spammers.

Rating Posts

When you enter the discussion forum for your course, you will see a Rate button under each post if available. We encourage you to rate posts you find thoughtful, interesting, or helpful. This is the best way to ensure that other learners will see quality posts in the course. Rating will also increase the likelihood that essential questions get addressed and answered.

Subscription

If you find a particular thread interesting, click the **Follow** button under the original post of that thread page. When you follow a post, you will receive an email notification anytime a new post is made.

Report Abuse

IBSUniversity prohibits:

- Bullying or threatening other users
- Posting spam or promotional content
- Posting mature content
- Posting assignment solutions
- Please report any posts that infringe upon the copyright or are abusive, offensive, or otherwise inconsistent to IBSUniversity's values and Academic Policies and procedure to your Lecturer, a Digital Learning Officer, or a QAD Officer.