Have fun learning from each other

- Working in teams, elect a new team leader every week.

- Discuss three topics from a suggested list. Include a summary for each topic in your team submission. Make sure to address all the points/questions asked.

- One team member (leader of the week or other) will share the team findings on one topic with the class, when asked by the instructor.

  – Classmates participate by asking questions and/or adding comments

  – Only one person talks at a time. Respect your classmates.

- Team leader or his/her delegate will upload a MS word or pdf file to the assignment on e-Learning as follows:

  – File name should be: name of submitting member _discussion # (example: john doe_ discussion 1)

  – List the team number and ALL team members indicating who did not contribute using the following format (5 points):

- Team xx

    - Miss X

    - Jack Smith   Absent but contributed (must have justification by email to instructor)

    - John Doe   Absent

    - ……

  – Topic prompt (15 points: 3 topics at 5 points each)

    - A summary of what was discussed by your team.   This should be concise and must address the items and question(s) asked. Short paragraph and/or bullet form answers are accepted.

- You may submit more than once. Only the last submission will be graded. You are encouraged to submit by the end of the class period. Due date is usually midnight of the assignment day to account for network or e-Learning issues.