

Learning Guide Unit 2

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Course: UNIV 1001-01 Online Education Strategies - AY2024-T1
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Overview

Unit 2: Resources and Communities

Topics

- Netiquette
- How to participate in Discussion Forums
- Yammer
- College Catalog
- Learning Resource Center
- Online Library

Learning Objectives

By the end of this Unit, you will be able to:

1. Describe netiquette as it relates to engaging in a community of peers.
2. Effectively use Yammer to connect with students in a learning community.
3. Recognize the importance of UoPeople resources (Learning Resource Center and Online Library)
4. Explain the importance of UoPeople policies

Tasks

- Read the Learning Guide and Reading Assignments
- Participate on Yammer, an online community (contribute to group conversation)
- Participate in the Discussion Assignment (post, and comment in the Discussion Forum)
- Complete an entry in the Learning Journal

Resources and Communities

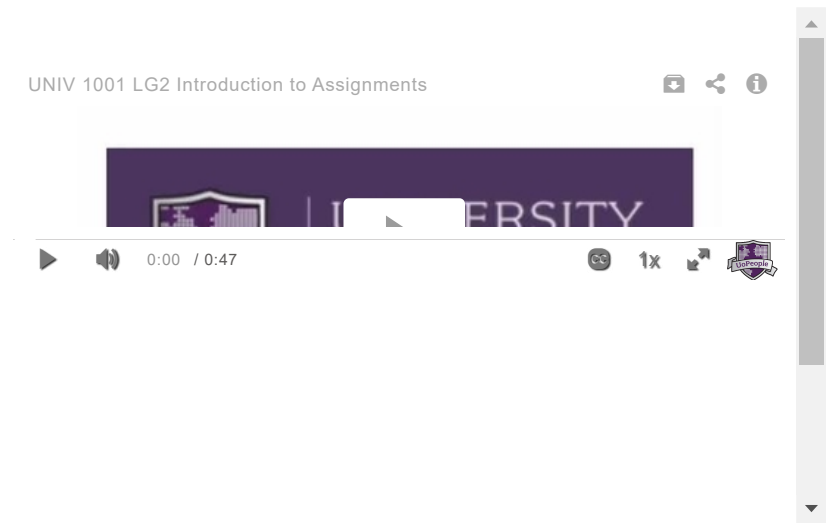
Introduction

Let's begin!

Be sure to go through the entire Learning Guide.

Now that you have had a week to get acclimated to your online classroom, we're going to focus this week on successful ways to approach and engage your assignments. You'll notice three things as you work on assignments here at UoPeople. First, our assignments are heavily focused on writing and writing skills. Second, discussion is a core part of the curriculum. And third, peer assessment is a critical aspect of your assignments each week. Before we move on to your reading assignments for the week, let's briefly discuss each of these three aspects of your education. Take a moment to view the video below on successful way to approach and engage your assignments.

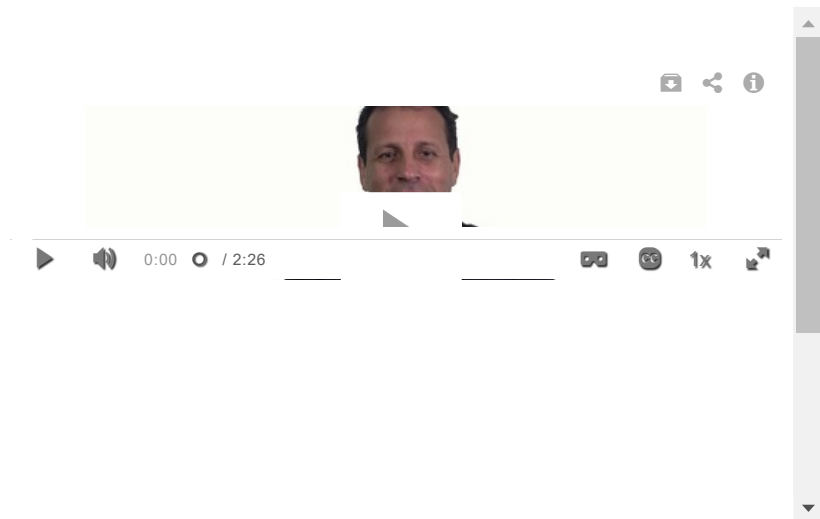
Watch: Introduction to Assignments



Netiquette

As we begin to engage with our classmates in online forums and communities, keep netiquette in mind. Online discussions lack some of the social cues we depend on in face-to-face conversations, such as body language and tone of voice. That can make online posts easy to misinterpret. Keeping a positive and appropriate tone helps us maintain a positive environment in our learning community. This week, we will explore why conduct and tone are so important to an online learning community.

Watch: Netiquette



Discussions

As we talked about last week, UoPeople uses a collaborative learning model where students learn as a community and augment each other's learning. In addition to the larger community of students, you are now a part of as a UoPeople student, you'll experience collaborative learning in your classroom. It is the discussion forum. For now, let us focus on contributing to a meaningful academic discussion.

Learning is a social activity - when we learn with others, we learn more effectively than we do on our own. Discussions allow us to share our own understanding of that week's topic but also allow us to learn from each other. This is why discussions are a central feature of UoPeople's academic method, and why you'll have a discussion every week in most of your classes. Through the discussion forum, you have an opportunity to evaluate and synthesize the perspectives of your classmates. To make the most of your weekly discussions, make sure to participate fully because the more you interact, the more you learn. This week, we'll learn some strategies to approach discussion assignments.

An academic discussion forum's audience and purpose require language and style choices different from informal social media. Online discussions are used as a way for students to offer insights, test out new theories, and apply and share their ideas. Using the interaction below, review the following types of responses to understand what constitutes a good-quality posting.



DISCUSSION PROMPT: According to this week's reading, generational differences exist between groups. Identify two groups with the most differences and provide examples to support your choices.

- I agree. This is an excellent post. Thank!
- Generational differences exist most blatantly between baby boomers and generation x-ers. I can think of several examples to illustrate this.
- Generational differences between baby boomers and generation x-ers, according to researchers, Martin and Edviers, result from vastly different family experiences during their childhood years. If these family differences are so significant, then we clearly need to work to educate each generation about the differences because generational differences can lead to problems in all aspects of our lives.
- My mother was a baby boomer raised by a single mother who worked. This family experience makes her more like a generation x-er as defined in our reading. However, her values are clearly the values as defined by the baby boomer generation. This agrees Martin and Edviers findings that family experiences...

Reuse <> Embed

Alternately, you can read the [Discussion Board Transcript \[PDF\]](#).

Resources

"[Discussion Board Content](#)" by [Excelsior Online Writing Lab \(OWL\)](#) is licensed under [CC-BY-4.0](#).

Viva Engage (Yammer)



Yammer is now 'Viva Engage'

Viva Engage is the social layer where individuals can dive deeper into communities, share their stories, engage with coworkers, attend virtual events, and find belonging at work, but it is also being used by students at educational institutions like University of the People.

In this tutorial you will learn more about this engaging platform.

Viva Engage is a secure social network to allow students and the wider UoPeople community to collaborate and communicate.

Viva Engage, can be thought of as the University's "lawn" - a collaborative and social area where students, alumni, staff, instructors, supporters, and volunteers can meet and hang out.

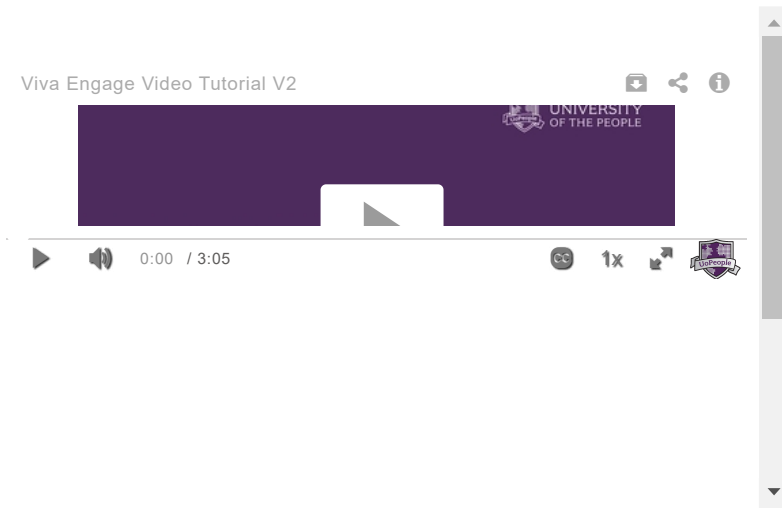
This application is designed to help facilitate connections in the UoPeople community between people, teams, information, and ideas. Viva Engage participation is completely optional.

You can use the UoPeople Yammer/Viva Engage network to:

- Meet and communicate with others in the larger UoPeople community.
- Join online groups, interest groups, or UoPeople groups (there are many to choose from) to keep all conversations, updates, and files for a project in one place.
- Create your own groups, ask questions, share status updates, ideas, news and get to feel like you are on a campus!

You can access Yammer/Viva Engage through the [UoPeople Portal](#). If you are experiencing access issues due to credentials (username and/or password), please contact your Program Advisor (PA).

Watch Viva Engage Tutorial for information on Viva Engage.



Viva Engage Support

All questions about Viva Engage should be directed to outreach@uopeople.edu

Please refer [Learning Resource Center on Yammer/ Viva Engage](#) for more information.

You can read more about Viva Engage on their [official website](#).

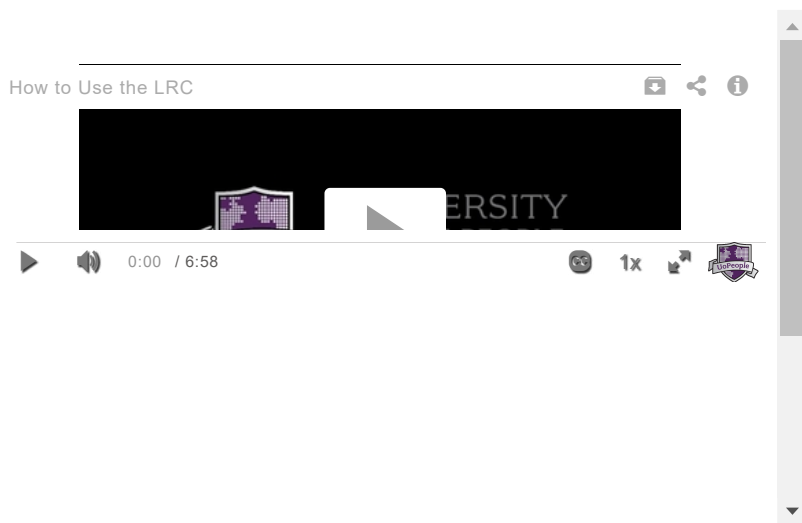
Learning Resource Center

The UoPeople [Learning Resource Center \(LRC\)](#) is the place to strengthen and improve your general and academic writing skills through peer sharing as well as continuous access to relevant resources on a wide variety of topics that pertain to the development of your writing skills at UoPeople. The LRC can be located through the "Resources" link at the top of Moodle.

When you have a moment, navigate through each section of the LRC to familiarize yourself with the resources. Pay close attention to the library resources and guides detailing how to access e-books and articles for both course learning materials and research.

- [Academic Writing](#)
- [Research and Analysis](#)
- [Academic Honesty \(APA/Plagiarism\)](#)
- [English Language Resources](#)
- [Peer Assessment Office](#)
- [Technology](#)
- [Information Literacy](#)
- [Online Library](#)

Watch: How to Use the LRC



Discussion Forum

Connecting with fellow students and engaging in a community can help support your online learning.

For this discussion, write at least 150 words - but not more than 300 words - answering the following:

1. Why is it important to build a community of peers when you are starting an academic program?
2. How can peer relationships support you as you progress in the academic program?

Remember to refer to your course materials or other resources when writing your answer.

Your instructor will grade this assignment and you will be graded using [this rubric](#).

Discussion Responses

It is your responsibility to respond to three classmates by providing comments, asking questions, or having a conversation about their main post. Feedback should be appropriate, meaningful, and helpful. For instance refer to how your own experience supports/contradicts the opinions developed by your peers. If you think they are too general or not rooted enough in personal experience, you may also ask for more detailed examples supporting these opinions. In particular make sure that the examples provided are properly referenced and that you are able to access them. Overall, your comments should contribute positively to the conversation by broadening or clarifying it. Feedback should be at least 3-4 complete sentences (100 words).

Academic Integrity

If at any time you suspect that a post in this Discussion Forum violates UoPeople's rules regarding plagiarism and/or any aspect of UoPeople's Academic Code of Conduct, please notify your instructor immediately.

NOTE: Your instructor will be assessing your posts/responses for this discussion.

Learning Journal

Reflection Topic

Here is an opportunity to familiarize yourself with the [Undergraduate Catalog](#). More importantly, the policies at the University of the People that define our academic and conduct standards.

1. Find at least two policies in the University's Undergraduate Catalog.
2. Explain in your own words why these policies are important to university studies.

Your writing for this week should be between 300 and 500 words. It will be graded using the attached rubric.

Grading Rubric

The rubric detailing how you will be graded for this assignment can be found within the unit's assignment on the main course page.

Reading and Other Resource List

Below is an annotated APA list of all the reading and other resources found within this unit's learning content.

Al-Shalchi, O. N. (2005). The effectiveness and development of online discussions. *Journal of Online Learning and Teaching*, 5(1). http://jolt.merlot.org/vol5no1/al-shalchi_0309.htm

- While this article is intended for designing discussion forums, it also provides a good overview of why discussion forums are effective learning tools. As you read, focus on the strengths and benefits of online discussions. Why do you think discussions are helpful when you learn?

Brock, M. (2022, September 20). *How to use an online discussion board*. affordable colleges. <https://www.affordablecollegesonline.org/college-resource-center/online-discussion-boards/>

Cambrian College Teaching and Learning Innovation Hub. (2019, Sep. 3). *Netiquette* [Video]. Kaltura. (<https://www.youtube.com/watch?v=W2nfoo-X2l8>)

- [Netiquette. Transcript \[PDF\]](#).

College success. (2015). Minnesota Libraries Publishing. <http://open.lib.umn.edu/collegesuccess/> or download the [College Success.\[PDF\]](#).

- Read Chapter 8: Writing for Classes

Excelsior Online Writing Lab. (2020). *Discussion board content*. Excelsior. <https://owl.excelsior.edu/online-writing-and-presentations/discussion-boards/discussion-boards-content/>

- Use the interaction to review the types of responses to understand what constitutes a good quality posting.
- [Discussion board content. Transcript \[PDF\]](#).
- GCFLearnFree.org. (2016, February 8). *Word 2016: Check spelling and grammar* [Video]. <https://www.youtube.com/watch?v=h20EBvn1UCY>
 - [Word 2016: Check spelling and grammar. Transcript \[PDF\]](#) .
- ProfessorAllenNPCC. (2017, February 15). *Basic for format APA style references page quick demo* [Video]. <https://www.youtube.com/watch?v=-82cuZudJkM>
 - [Basic for format APA style references page quick demo. Transcript \[PDF\]](#).
- Rosa, S. S., Coutinho, C. P., & Flores, M. A. (2016). Online peer assessment: Method and digital technologies. *Procedia - Social and Behavioral Sciences*, 228, 418–423. Retrieved from <https://doi.org/10.1016/j.SBSPRO.2016.07.064> or download the [pdf](#).
- Scott, M. A. (2016, March 18). *APA citation basics: When and how to use in-text citations* [Video]. Albany State University Writing Realized Program. <https://www.youtube.com/watch?v=uVlsbN99LIQ>
 - [APA citation basics: When and how to use in-text citations. Transcript \[PDF\]](#) .

University of New South Wales Sydney. (2018). *Answering assignment questions*. Student Home. <https://student.unsw.edu.au/answering-assignment-questions>

University of Strathclyde Glasgow. (2007). *Research on peer review*. Peer Evaluation in Education Review. <https://www.reap.ac.uk/PEER/Research.aspx>

University of the People Learning Resource Center [LRC]. (2020). *APA style tutorial*. Learning Resource Center. <https://my.uopeople.edu/course/view.php?id=3963#section-4>

University of the People LRC. (2020). *APA refresher*. Learning Resource Center. <https://my.uopeople.edu/course/view.php?id=3963#section-4>

University of the People LRC. (2020). *Grammar refresher*. Learning Resource Center. <https://my.uopeople.edu/course/view.php?id=3963§ion=5>

APA Paper Samples and Templates

University of the People. (2019). APA Paper Template.

- Microsoft Word version: [APAPaperTemplate.doc](#)
- Adobe PDF version: [APAPaperTemplate.pdf](#)

University of the People. (2019). Example Written Assignment: Proctoring.

- [Example-Written Assignment-Proctor.doc](#)
- [Written Assignment Instructions](#) for the Example-Written Assignment-Proctor

