

Discussion Board “HOW TO” sheet!

The Discussion Board How To Sheets and the Assignment Sheets are an appendix to this syllabus.

A significant part of your GPA for this course depends on how you perform in the online discussions. The

Discussion Boards (Dbs) are **different from** postings on social media, except they both happen online.

The discussions are expected to be academic, but that doesn't mean you're writing for the Harvard Business Review. You're expected to be thoughtful, to be mindful of your readings, to be thinking about how you can relate the material to your workplace or future career, to be yourself while having fun learning.

What's up?

1. Read the entire **sheet** if you want to do well in the class. Know the course requirements.
2. **Meet the requirements for each Module's Db** no matter how many chapters we cover in that Module.
 - a. **Post on the Weekly Chapter Db.**
 - b. **Post on the Class Chat With Chet (CCWC) Db** with questions about the course material and responses to Chet's occasional Subject of the Week.

(See Requirements Below)

3. **Be self-motivated AND self-starting.** Make your time online with the course **appointment learning and participation**. Schedule your online course time and stick with it. *Please don't allow this course to become a non-priority; your GPA will suffer.*

The requirements and Deadlines for the Discussion Boards (Dbs) are listed on the next page for each of the Db types.



"I read the How To sheet, and it answered all of my questions—what's expected, deadlines, and examples of good posts! If you follow these instructions, the class is a breeze!"

**Have Fun!
Build Relationships!
Learn!**

New Thread Posts
Your original insights about the course material.

Reply Posts
Responses to classmates' postings. Be academic.

Earn a better grade by following these easy instructions!
Don't make Db MISTAKES such as Dump Posting.

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Discussion Board (Db) Requirements: You must meet the academic discussion requirements, post evenly throughout the Week, and meet the Db deadlines.

1. The Chapter Topic Discussion Board

Two New Thread Postings—

Deadline: New Thread Posts Due: by Wednesday at Midnight.

Post on this Db on at least three days

Do Not Dump Post.
Be IN the discussion!

**Two Reply Postings—
Reply to two classmates—
Deadline:** Sunday by Noon



You must post early in the week and post on at least three days—post your **New Thread Posts on this Db NLT Wednesday at midnight.**

1. **One Subject of the Week Discussion Post**—SoWs are on the syllabus schedule.
2. **One Discussion Board** posts about something in one of the chapters we're covering **that interests you.**

Have fun discussing the course topics with your classmates. **Keep in mind this isn't about posting; it's about being IN a discussion.** You may post as many times as you like after meeting the two required New Thread posts. **Dumping posts** onto Brightspace near the end of the deadline will not earn more than an "E" for that Db--that's not Discussion! Be involved in the class—support each other. This is a college-level, peer-to-peer class discussion. Follow our netiquette rules. Use an academic approach to your postings.

Reply **thoughtfully and academically** to your classmates' postings. Some of them will post things that you are naturally aware of, and some will just have fun learning by being in conversation with you. Try to move around the Db by replying to different people rather than sticking with the same people all of the time. You and your classmates will appreciate the different points of view and freshness that brings to the course.

Deadline for the Weekly Chapter Db--Wednesday NLT midnight for New Thread Posts, Reply posts by Sunday at Noon when the new Weekly Dbs open.

Be sure to not just post on the day(s) of the deadline—that's Dump Posting, and you won't get credit for the Db if you do.

2. The Class Chat With Chet Discussion Board



Post your New Thread to me by Wednesday so we can reply to each other NLT the Friday midnight deadline.

Class Chat With Chet--One New Thread posting (When a Starter Question or Subject is present, post about it. If not, post about something from the readings and how the new information informs your perspective about the subject) **and One Reply to my response is required per each Week's Db.**

This is a student/professor discussion board. We chat about the course material just as we would in a classroom except that it is asynchronous (we individually post at different times). **Academic questions, comments, etc. kind of discussion.**

Deadline for the CCWC Db—Post your New Thread by Wednesday so you and I can reply to each other NLT Friday midnight.

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General comments about Discussion Boards (Dbs):

- The New Week's Db begins when the old Db closes—Sunday at Noon.
- **Make each posting** something thoughtful or inquiring **about the material** we're covering in the Module.
- **Post evenly throughout each of the Module's one-week Dbs.**
- Do not wait until the end of Db's deadline to post. **That's Dump Posting.**
- **There is a difference between Posting and Discussion. Be IN the Discussion.**
- An "I liked" or "I agree" kind of posts will not help your GPA. You must tell your reader WHY you liked it (or don't) or WHY you agree (or don't). Be academic.



Excellent Examples of New Thread Posts:

Although these posts are out of context, you'll see the variety of ways learners are thinking about the material—they are actual posts from a Db.

Chapter seven was all about innovation and change which are both very important in the business world. Innovation is what keeps our world moving and improving, bringing about new ideas, knowledge, tools, and techniques. Innovation is a great thing in most cases and for most people. As it was mentioned in the chapter, innovation might not be in your favor, especially if you chose the "losing" design. Innovations forces companies to change as their environment changes. It is very important that everyone in a company is on board with the change and that they are educated as to why it must occur. Many people are resistant to change as it can be scary and many fear that change will result in them losing their jobs if they are not able to quickly adjust. Companies need to work with all departments and employees to ensure that they are aware as to why the change is needed and to get input of how to make things better for the people who "make it happen."

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For the Thoreauvian Walk assignment, I talked about the importance of a firm adapting to its environment. I compared this necessity to the way plants and animals must also adapt to their environments in order to survive. Failure to adapt will lead to death (failure/bankruptcy) in both situations. As environments are always changing, companies must always be adapting and they can take many actions to adapt and become an adaptive organization. The steps to take to adapt to an environmental factor are environmental scanning, interpreting environmental factors, and acting on threats and opportunities. It is also important to have a company mission that everyone is aware of and agrees with, leading to everyone in the company working toward the same end goal. To design an adaptive organization there are also a few things that can be established including departmentalization, organizational authority, job design, intra-organizational processes, and inter-organizational processes. Adaption is vital, effectively taking action and being aware of the environment can lead a firm to success.

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This chapter was about innovation and change, and how there are so many different ways to think of it. The many different innovation types allow you to approach things with a changed perspective. But, even though there is different ways to approach innovation, each involve a technology life cycle that begins with the making of new technology and ends with newer substantially better technology. This now puts pressure on business' to keep updating their technology, because they know other business' are coming for them and trying to make newer and better technology to beat them. Innovation can be approached in different ways, it is a strong thing that keeps everything competitive. It is needed to build the industries.

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Excellent Examples of Reply Posts:

These postings are from an actual Db. Make sure that you are in discussion with your classmates.

I had the same things going through my head while reading the chapter. In my history classes, I learned about NAFTA, CAFTA-DR, and the WTO. I was somewhat amazed at how much trade has been coming up in this book. I know that managers would have to trade in order to have a global market, but it's just interesting how relevant it is. I also agree with you on the fact that a business needs to take into consideration a country's cultural differences before going into business with them. It is best to have all the facts before going into something as important as a business venture.

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This sounds like a good article. I agree with it too. If the person on the front line is capable of making a good, educated decision on something, then they should, especially if it will save time and money. Perhaps this can be something to put in a person's job description: what decisions the person can/cannot/is/is not allowed to make. While it would save time, sometimes the person isn't capable/experienced enough to make the best decision. However, in most cases, the person on the front line would probably make a good decision on the subject.

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I think employers adjusting employees to change in the company is something that needs to be done better. Just telling the employees, "it is better for the company," isn't really sufficient justification. I think you made a good point in your last few sentences about getting the employees on board. People generally are not very accepting to change and without showing why the change is needed, the steps to change, or how the change will directly affect the employees, there could be issues. Employees can become disgruntled and complicate the change process.

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#Mistake



Common Discussion Board Mistakes:

Mistake 1:

If I post one or two long-winded paragraphs on the Db with how I feel or my opinion, I will get an A.

Response 1:

No matter how brilliant your posts, you will never earn an A by merely spitting out your opinions. You are welcome to voice your opinion, just remember that the emphasis is on **academic discussion**. ***It certainly doesn't hurt to support your ideas with academic sources.***

Mistake 2:

If I post a lot of one-liners it will look like I'm really a good discussor.

Response 2:

Feel free to post things such as "I agree completely." or "Good point, John." but they won't be considered in your individual class professionalism review. **Most people in online classes find this type of posting a waste of their time.** So tell us **why** you agree—kick it up a notch by supporting your idea with a quote from a ProQuest article.

Mistake 3:

I didn't start posting until the end of the week, but I posted a great deal during that time.

Response 3:

Again, the emphasis is on **DISCUSSION**. Involving yourself late on the Discussion Boards will not earn you a more than a below-average score.

Mistake 4:

I posted a lot. I supported my classmates with "I agree," "You're right," "Great article."

Response 4:

Why do you agree? Do you think that they are right, or believe that the article is great? Add to the academic discussion.

Mistake 5:

I won't follow the Discussion Board Guidelines or the Article Analysis Requirements—I'm going to do it my way.

Response 5:

Not a good strategy in any online class. The course is structured to support student success and for you to demonstrate your ability to follow instructions and meet the requirements of the course: Your GPA will suffer. Please follow the Discussion Board (Db) requirements.