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| Term | Definition | Example |
| Content Discussion | Discourse on the assigned material and follow-up questions | *This article's content discusses the design perspective of individuals tasked to think about design in a future which is unknown and unpredictable* |
| Greeting | A word or sign of welcome | *Hi group members!* |
| Logistics | Discussion of course of action to complete assignment | *When is everyone available to work on this assignment?* |
| Assignment Instructions | Statement of task completion requirements | *According to the directions, we need to each type an answer into the space provided below.* |
| Instruction Question | A question about the requirements of the assignment | *Do we need to put submitted at the top of the assignment?* |
| Assignment Question | An inquiry on the status of the task | *Are you happy with our answer?* |
| General Comment | A general observation | *What a great group!* |
| Response | An answer or reaction to another’s question or statement | *Ok sounds good to me.* |
| Incomplete/typo | A typographical error or incomplete thought | *Ou* |
| Feedback | Information provided as a response or action on work completed | *The information you provided is very detailed and clear.* |
| Emoticon/Non-verbal | Text responses that convey meaning but are not words | :) |
| Discussion Wrap-Up | Words or phrases used to convey the discussion is ending | *Thanks everyone! Have a great day!* |
| External Material | Information in the form of a comment, URL, etc. that links material outside of the assigned readings to the discussion | *This reminds me of another article I read that relates to our material.* |
| Opening Statement | A word or phrase that opens the discussion but does not comment on the content itself | *Looking forward to seeing your responses, I’ve gotten the ball rolling here.* |
| General Question | A question that is unrelated to the discussion material or assignment | *What does everyone have planned for the weekend?* |
| Content Question | A question about the assigned material and follow-up questions | *Could the author possibly have meant something else?* |
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