E-DISCUSSION

WHAT IS AN E-DISCUSSION?

A discussion that takes place online either synchronously or asynchronously.

AN E-DISCUSSION MAY BE ORGANIZED

- » as an open informal discussion.
- » as a moderated discussion.

USE IT TO

- » engage members of a community of practice.
- » examine topics in depth and allow for deeper reflection.
- » support coaching/mentoring.
- » enable planning and collaboration at any stage of a project or program -- especially among geographically dispersed teams.
- » plan agendas with several participants and sustain learning and engagement among workshop and conference participants.

HOW TO USE IT

- » Consider using an asynchronous e-discussion when you need scheduling flexibility. Participants do not need to be available at a fixed time to discuss a topic; they may engage at their convenience within the established parameters of the e-discussion.
- » Also consider the following questions as you plan an e-discussion:
  - › Are the expected outputs of the e-discussion clear?
  - › Have you decided how to conduct the e-discussion session?
  - › How involved should the moderator be in the e-discussion?
  - › Is this going to be an open-ended, free-flowing discussion? Or are specific outcomes expected?
  - › How have you ensured that all participants can access the e-discussion?
  - › Will the selected tool accommodate the number of people wanting to participate?
  - › How will you capture the results of the e-discussion session?
- » Provide moderator and participants with information on how to use the e-discussion tool/environment.
- » Provide clear instructions on how participants can ask questions, provide feedback, etc.