

## Forum Guidelines - Sample

For this term, a forum/discussion board will be used. The goal of the forum is to provide you with further opportunities to engage in the course and understand the material better. To help make sure the forum is used in the most beneficial way for everyone, some guidelines have been created. If you have questions regarding these guidelines, please post them in the Forum Guidelines Category in the discussion board or email your instructor.

### Guidelines

1. **Please do not post partial or full solutions of your assessments.** These posts will be deleted.
2. **Please post your questions in the correct folder/category.** This will help make the forum more usable for everyone.
3. **You are welcome and encouraged to respond to your fellow students' questions.** TAs and instructors will monitor student answers and will answer those questions that do not receive responses within 2 days.
4. **Inappropriate posts will be deleted.** Please be kind to your fellow students, the instructors and TAs.
5. **Make sure you are up to date in the course material and know where things are in LEARN.** If you ask a question that can be easily found in the course notes or on LEARN, the question will likely not be answered by the TAs or the instructors.
6. **Aim to be specific with your questions.** This will help with your understanding of the course material. Instructors and TAs will ask follow-up questions to be clear on what you are specifically asking.
7. **Aim to ask questions that will have a concise/short answer and does not require a lot of explanation.** If you have a question that requires a substantial explanation, book a time to talk with the instructor.
8. **When asking questions related to an assessment, expect the answer to provide guidance.** Instructors and TAs will not provide direct steps on how to answer assessment questions, but will provide guidance/hints to help.