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Read this actual lesson from *Designing and Teaching Online* to experience a sense of the course structure and types of assignments.

## Offer Feedback on a Classmate's Second Draft



By this point, you've received (and given!) feedback on your course outline and incorporated certain ideas. You've also started to get specific -- well, a bit more so than earlier. You've got your outline in weeks now and have started thinking about particular activities -- great. Now's the perfect time for additional feedback! We're revisiting the **Feedback Forum**.

### The Specifics

A reminder of the rules: Your feedback should be constructive and respectful. Point out the positive along with your suggestions for improvement or further enhancement. Here are things you might consider and address in your review this time around:

- Are there gaps or missing pieces of information?
- Do you have suggestions to help facilitate meaningful student interactions?
- Are clear guidelines and expectations given?
- Does the bulk of material and flow of assignments seem sensible?
- Will the activity ideas work well in an online course?

### Assignment

- \* Locate the thread for **Wk 4: Post Your Course Outline** in the Week 4 forum of the Discussion Board.
- \* Read one of your colleagues' postings of their outlines. As you read, you may wish to have a notepad or word processor open as you go, so you can take notes and write down your constructive feedback and suggestions.
- \* When you've finished reading and taking notes, enter your feedback in a reply.
- \* Remember to enter new text in the subject field, including your name -- something like "**Bob's 2nd draft critiques**." Submit your posting.
- \* **Note:** Before choosing an outline to review, please look at the entire list to see which have already received feedback and which haven't. An outline that's received feedback will have a minus sign next to it.

#### Wk 4: Post Your Course Outline S...

Paul's 2 of 3 outline

Bob's 2nd draft critiques

Choose to offer feedback to someone who **hasn't yet received any**. Please offer feedback to someone new. Feel free to offer feedback to more than one person, if you have the time.

\* While you've been offering feedback, you've also been receiving feedback. Don't forget to check in every few days for your classmates' comments on your \*own\* outline!

## Watch How We Do It



In your own online course, build in opportunities for student-to-student feedback. Insist that it be constructive and respectful.



## Expectations

\* By the end of this week, you should post one message giving thoughtful feedback to a classmate on the second draft of their course outline. The feedback should be located in a reply document to a classmate's **Wk 4: Post Your Course Outline**. You should also read the feedback that was given on your online and respond, if you have time!

Please try to go beyond a "good job, looks fun" post in your critique; you should address points mentioned in "The Specifics" section above. We're looking for thoughtful and focused commentary that will help your colleague improve his or her outline. Thanks!

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