**Responding to Each Other**

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| **DO THIS** | **NOT THAT** |
| * Complete your blog post as soon as possible so that others have time to respond to it and you have time to offer others feedback! | * Complete your blog post at 7:55 AM on the day the module is due. |
| * Indicate that you’re reading a particular post by writing a short response: “I’ll provide feedback on this post.” | * Start writing a response before letting others know (this will lead to multiple people responding to a single post at once) |
| * Read as a reader. | * Read as an “expert.” |
| * Summarize the author’s point first to demonstrate you understand what they’re trying to say. | * Ignore the author’s points and just insert your own. |
| * Use the statements “I think,” “I feel,” and “I wonder” to guide your response and stay focused on higher order concerns. | * Talk about grammar, spelling, or sentence structure. |
| * Address the author, as though you’re talking to their face. | * Address the professor, as though you’re talking to her instead of your classmate. |
| * Write with compassion, remembering you’re writing to a real person. | * Write with competitiveness, trying to prove you’re smarter than the author. |