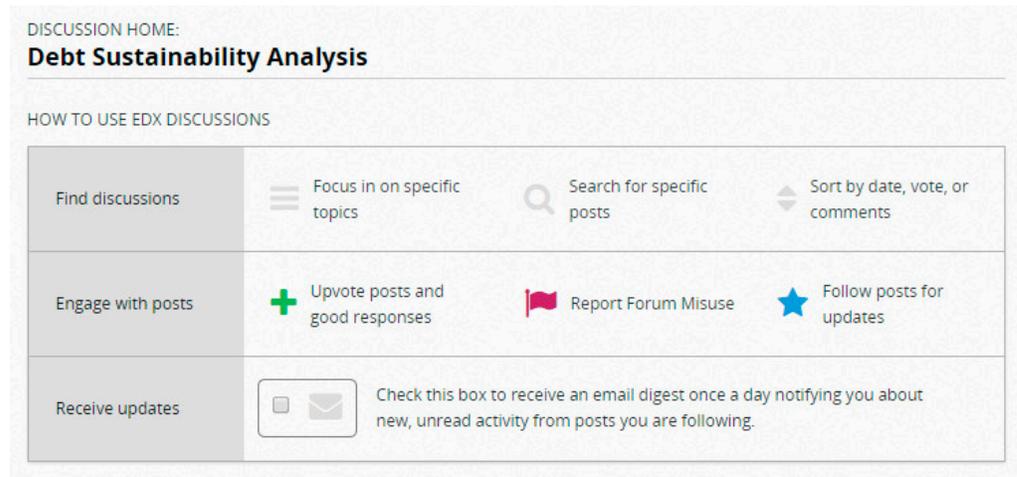


DSAx Discussion Forum Guidelines:

The discussion forum allows you to communicate with other participants and course staff during the course.



Listed below are some best practices for using discussion forums as a useful learning tool.

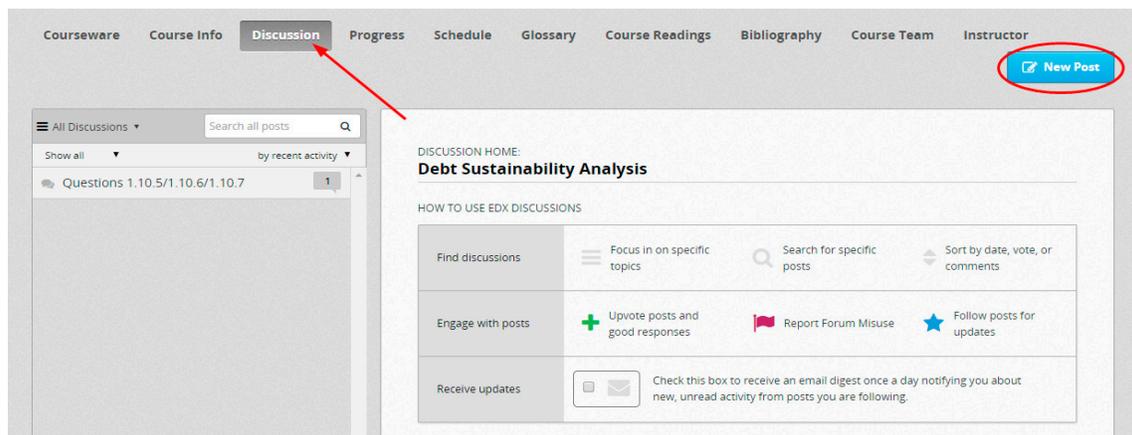
- **Be specific:** Title your post clearly and be specific so that others can reply to your questions and search for your posts. Similarly, categorize posts properly to help others find and follow up on them. Write [STAFF] in the title if you want the staff to respond to your post.
- **Write clearly:** Correct spelling and grammar will help others understand you and provide useful responses.
- **Write in complete sentences and avoid using the following:**
 - all CAPS,
 - abbreviated words (abbrv wrds) or text acronyms,
 - excessive punctuation (!!!!) and
 - slang.

- **Be polite:** You all have different backgrounds: what is easy for you might not be for others, and what's easy now may be difficult later. The more you help the more help you will receive.
- **Observe the Honor Code:** You may ask other participants to clarify concepts, but please DO NOT post answers to assessments or final assignments. Also, unless you are certain that the system marks your answer to a question as wrong, do not suggest that the question is incorrect or that there is a problem with it—this could confuse others or lead them to make mistakes.
- **Check existing posts:** Before you insert a post check to see if someone else has already asked or discussed what you would like to know or say.
- The **Search** button at the top of the Discussions list allows you to search the posts.
- On each page there is a "**Show Discussion**" link that will show all the discussion associated with that specific page.
- **Follow the thread:** If you wish to deviate from the topic discussed in a thread, start a new one; this will avoid confusion and help others discuss your new topic.

Creating a Discussion Post:

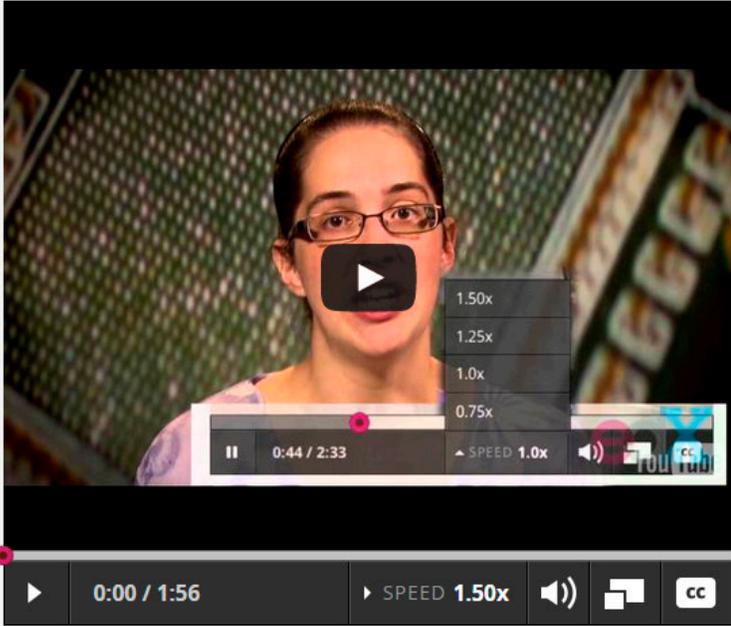
There are two main ways to post in the discussion forum:

1) **From the Course Banner:** From the top-level course banner, click on the "**Discussion**" tab to enter the forum. This method provides you access to all course posts. Click on "**New Post**" in the top-right corner to create a unique post.



2) **From Inside the Courseware:** Below each video and some questions or activities, we have created discussion elements for you to ask questions or discuss material from that section of the course. Click "**Show Discussion**" to see what other participants have already said or click "**New Post**" to start a new thread.

INTRODUCTION TO EDX



LILA FISHER: Hi, welcome to Edx. I'm Lila Fisher, an Edx fellow helping to put together these courses. As you know, our courses are entirely online. So before we start learning about the subjects that brought you here, let's learn about the tools that you will

Check Here First to See What Others are Saying OR *Post on a New Topic*

Show Discussion New Post

Creating Your Post:

If you decide to post, you must then specify a few things about your post (see Page 5 for picture):

- 1) **Question or Discussion:** Is your post a question for which you would like an answer? Or is it to engage others in discussion on a topic of interest? First select either "Question" or "Discussion" to indicate the purpose of your post.

- 2) **Select a Topic Area:** Select one of several topic areas to help others find and respond to your post. Choose from topics about different parts of the course or select "General" for broader questions/discussion topics. **For technical questions, we encourage you to first check the "FAQ" tab on the top-level course banner or seek help by clicking on the "Help" bar on the left-hand side of the platform. (See the next page on "Solving Technical Problems with the Platform").**

- 3) **Title and Tag your Post:** Choose a clear and specific title for your post. If your post is regarding a certain video or question, put the number of the video or question in your title. For example, if you have a question about something mentioned in Question 1.1.1, tag your post [Q1.1.1] at the beginning of the title. If you have a question that you believe cannot be answered by other participants, tag your post with the words [STAFF].

- 4) **Create Your Post:** Start typing in the white box to create your post.

- 5) **Include your edX Name or Post Anonymously:** Select one of these two options.

- 6) **Click "Add Post":** After you click this button, your post will automatically be posted in the forum for others to see and respond.

The screenshot shows a web interface for creating a discussion post. It includes a 'POST TYPE' section with 'Question' and 'Discussion' buttons, a 'TOPIC AREA' dropdown menu set to 'General', a title input field containing 'Solvency vs. Liquidity', a rich text editor with a toolbar and the text 'I'm having trouble understanding the difference between solvency and liquidity. What's the difference between being solvent and being liquid?', a 'PREVIEW' section showing the rendered text, and a bottom section with 'follow this post' and 'post anonymously' checkboxes, and 'Add Post' and 'Cancel' buttons. Red arrows and numbers 1 through 6 highlight specific elements: 1 points to the 'Question' button, 2 points to the 'General' dropdown, 3 circles the title, 4 points to the text editor, 5 points to the 'post anonymously' checkbox, and 6 circles the 'Add Post' button.

1 POST TYPE: ? Question Discussion Questions raise issues that need answers. Discussions share ideas and start conversations.

2 TOPIC AREA: General Add your post to a relevant topic to help others find it.

3 Solvency vs. Liquidity Add a clear and descriptive title to encourage participation.

B I [Rich Text Editor Icons] I'm having trouble understanding the difference between solvency and liquidity. What's the difference between being solvent and being liquid? 4

PREVIEW
I'm having trouble understanding the difference between solvency and liquidity. What's the difference between being solvent and being liquid?

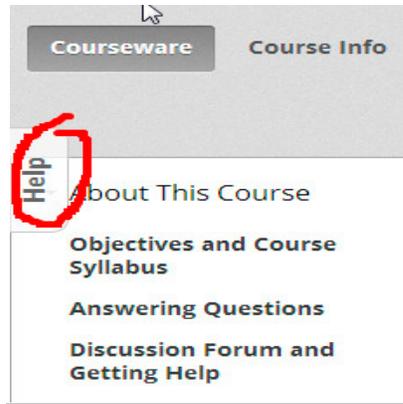
follow this post post anonymously 5

6 Add Post Cancel

Solving Technical Issues

If you encounter any technical problem with the platform, such as suddenly you cannot open the courseware, or videos do not load, or you cannot see your grade report, click on the "FAQ" tab on the top-level course banner. Please review first the edX FAQ page (<https://www.edx.org/student-faq>) before you contact edX or post in the discussion forum.

Also, you may seek help by clicking the help tab to the left of the screen.



Hearing from Staff:

The course staff will do our very best to monitor the forum and respond to posts we believe cannot be answered by your fellow participants. We want you to have the best learning experience possible. However, there are thousands of you and only a few of us. Therefore, please note the following:

- Staff will only respond to posts with the tag **[STAFF]** in the post title. Even so, we highly encourage you to first see if your question can be answered by other participants. If after a few days your post has not been addressed or you are still unsure about the answer, re-post with the **[STAFF]** tag.
- Please allow Staff 48-72 hours to respond to your posts.
- The DSax course team reserves the right to delete posts that (1) reference the answers to graded questions or (2) contain offensive language/content. Therefore, please phrase your questions carefully and be polite. If your post does get deleted because you referenced an answer, do not worry. Simply re-post your question without reference to the answer of the question.