

Yellowdig

PROVEN PRACTICES CHEAT SHEET

Pedagogy

1. Aim to have >8 comments per post; conversation is key.
2. Don't use weekly prompts or confine discussion to "this week's topic".
3. Don't focus participation around type or amount ("~~one post, two comments~~").
4. Be a model citizen of your Community, not its dictator; *show* don't tell.
5. Use Topic tags and make them required to keep things organized.
6. Encourage students to initiate their own new conversations.
7. Identify and engage with isolated students; use data to guide facilitation.
8. The point system is an assistant, but students still value your input. Give recognition with reactions, accolades, and comments.
9. Set clear expectations, model how to meet them, recognize good contributions, and don't be afraid to gently remind students of the expectations.

Point System

10. Turn on the point system with the suggested defaults. It works.
11. Set at least a 20-30% periodic buffer. Higher is almost always better than lower.
12. Enable *social points*, i.e., points for *receiving* reactions and comments. They reduce procrastination and increase quality.
13. Enable points for accolades, and award them to about 10% of posts.
14. Make comments worth at least as many points per word as posts.
15. To reduce procrastination, don't set the periodic reset deadline to Sunday night.
16. Be sure to convey only correct information about how points, grades, and grade passback actually work. When in doubt, check help.yellowdig.com.

Learning Management System Integration (if applicable)

17. Use *one* graded assignment link.
18. If using Canvas, hide the sidebar link to Yellowdig until all grades are passing.
19. Set your graded assignment link to **open in a new window or tab**. It avoids some student access problems caused by browser settings.
20. If using grade passback, do not invite students other ways. They must launch from the graded assignment link in your LMS course.
21. If students are having access issues, encourage them to submit individual support tickets to Yellowdig (support@yellowdig.com).