

Discussion Participation Guidelines

In addition to the [Clubhouse Guidelines](#) information on the [Help page](#), NAA has created a short list of guidelines for our members to follow when posting or sharing content on the platform.

Discussion posts should be thoughtful, reflective, and respectful while prompting further discussion using content knowledge, critical thinking skills, questioning, and relevant information on the topic.

Guidelines for Forum/Discussion Posts:

- Participate in online forums as you would in constructive, face-to-face discussions.
- Posts should inspire conversation and provide avenues for additional continuous dialogue. **A good post includes questions like:**
 - ➔ *What do you think?*
 - ➔ *What would you do?*
 - ➔ *What problems or challenges may arise?*
- Do not only post “I agree” or similar statements. Expand by bringing in related examples, concepts, and experiences.
- Stay on the topic of the thread – do not stray. If you have a new topic to discuss, this is a perfect time for you to craft your own discussion post!
- Indicate the main purpose of your post in the subject line.
- When sharing a link to a resource, provide a synopsis/highlight of the linked reference – explain why you are sharing the resource.
- Offer information that is valuable to your fellow community members.
- Weave related personal knowledge gained from experience, discussions, or readings into your post. Your real-life experience is valuable to your peers!
- Be sure your post addresses a new opinion or thought not yet discussed. Don't post just to post or repeat what has already been stated.

- Online communication lacks verbal and physical cues. Respond thoughtfully, be clear, and keep your sentences and posts brief.
- Characteristics of quality online discussion post:
 - ➔ **Substantial** – posts should relate to the topic and provide information, opinions, or questions.
 - ➔ **Concise** – messages should be clear. Lengthy messages do not get many replies.
 - ➔ **Explanatory** – explore, explain, or expand on a concept or connection.
 - ➔ **Timely** – participate in and read discussions regularly. Reply in a timely fashion. Posting initial responses by the middle of the week gives other members time to respond.
 - ➔ **Logical** – contain a clearly stated conclusion supported by premises, reason, and evidence.
 - ➔ **Grammatical** – good, clear, concise, and free of typos and fragments (similar to the tone and manner you would use within a professional environment). Do not use all caps.

NAA's Clubhouse is a place for you and your peers to share information, ask for help, discuss problems, access community-related resources, and connect.

To help create a welcoming environment – be kind, inquisitive, and supportive in all your discussions.

Clubhouse Help Contacts

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