

Discussion Boards

APSU Writing Center Handout

Discussion boards are spaces for thoughtful academic conversation outside the classroom.

Posts typically range from 250–400 words and require a focused response to a prompt using course concepts and readings.

Always review your syllabus or instructor’s guidelines for specific requirements.

Before You Post

Draft your response into a separate document to save your work.

Carefully read the prompt and identify all required questions.

Review relevant readings or course materials.

How to Write a Strong Discussion Post

Clearly respond to each part of the question.

State your central claim or perspective early in the post.

Refer to course readings, lectures, or credible sources to support your ideas.

Analyze and explain how the evidence supports your point.

Write clearly and professionally.

End with a thoughtful question or insight that invites peer responses.

Writing Effective Responses to Classmates

Add new insight rather than repeating what was said.

Explain why you agree or disagree using evidence or reasoning.

Ask a meaningful follow-up question.

Be respectful and professional, even in disagreement.

Basic Online Post Guidelines

Stay focused on the topic.

Support your claims with credible evidence.

Use proper grammar and clear organization.

Acknowledge differing viewpoints respectfully.

Before Submitting, Ask Yourself:

Is my main idea clear and relevant?

Have I engaged thoughtfully with the required readings?

Do I support my ideas with evidence?

Is my tone academic and professional?

Have I proofread for clarity and grammar?

Introduction: (Introduce your main idea or question. You do not need to state your name.)

Body: (Present 1–2 key points with supporting evidence and explanation.)

Conclusion: (Summarize your point and invite further discussion.)

References

Lai, S. (2016). *Do's and Don'ts of Online Posts*. San José State University Writing Center.

<https://www.sjsu.edu/writingcenter/docs/handouts/Dos%20and%20Donts%20of%20Online%20Posts.pdf>

Regent Writing Lab (2021). *Discussion Board Posts*. Regent University.

<https://www.regent.edu/wp-content/uploads/2021/10/Regent-Writing-Lab-Discussion-Board-Posts-A-Guide.pdf>

University Writing & Speaking Center. (n.d.). *Writing a successful discussion board post*.

University of Nevada, Reno. <https://www.unr.edu/writing-speaking-center/student-resources/writing-speaking-resources/writing-a-successful-discussion-board-post>

Walden University. (2023). *Writing a Successful Discussion Post*. Walden University.

<https://academicguides.waldenu.edu/writingcenter/assignments/discussionpost>