

Ways to Have a Good Discussion

1. Be prepared.
2. Sit so everyone can see everyone else.
3. Get started right away.
4. Look at the person who is talking.
5. Listen to understand.
6. Ask questions to understand better.
7. Speak clearly but not too loudly.
8. Wait for the speaker to finish.
9. Use language that invites the opinions of others.
10. Be sure everyone gets a turn.
11. Build on one another's ideas.
12. Respect one another's ideas.
13. Stay on the topic.
14. Provide evidence from your experience or from the text to support your thinking.