

## Reading Group Protocols

Look through the lists of suggested reading

- Individually identify a few papers you would like to read

Discuss your selection with other members of the group

- Come up with a list of papers you are might like to discuss as a group
- Schedule to discuss one per week for the next six or seven weeks
- Agree where and when you will meet
- You may like to nominate a convenor for each meeting
- Booking a tutor room in advance is a good idea

Turn up for each meeting prepared with notes which summarise your understanding of the agreed paper.

- Be ready to discuss different interpretations and learn from other members of the group

Think of this as rehearsing the ideas you might put in the annotated bibliography

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### For each meeting

- Agree a time schedule
- Nominate a time keeper (and use an alarm)

Example meeting protocol:

- Three minutes per person (round robin)
- Ten minutes open discussion
- One minute each round up

Each revise your notes after the meeting

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WEBS6203 students: Submit your individual notes to the google form <https://goo.gl/forms/dhsJoMkoQIuBCTx63>

**Edshare resources** which might help with this activity

- Annotated bibliography <http://edshare.soton.ac.uk/18987>
- Automatic note taking <http://edshare.soton.ac.uk/17294>

### Advice - preparation takes time

You may find that it requires a great deal of effort to prepare for a reading group meeting.

Before the group you have to read the paper carefully and try to understand what it is about.

You are advised to take some notes - use the automatic note taking.

However, for the meeting, you may also want to make some notes to help you join in the discussion, planning what you might say. This may be especially true if you are a student who does not feel totally comfortable or fluent speaking English in a group.

This section is also available at <http://edshare.soton.ac.uk/19025/>