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| ***Levels***  ***Tool Features*** | ***Affordances (potential for action)*** | ***Social Behavior*** | ***Teaching or learning strategy*** | ***Teaching/training best practice or application*** | ***Potential pitfalls*** |
| “Friending” or “Following” or “Linking” | Joining with peers, those who share your interests, friends | Creates networks, extends networks, allows for sharing of ideas, resources | Links to students, colleagues to form relationships, share information, networking | Twitter: Following each other, creating a classroom tag | Not very structured |
| Forming groups | Organized groups of peers who join together with a common goal or interest | Potential group bonding, synergy, sharing resources, ideas | Form a learning community | Twitter: Forming a class group | Generating, maintaining interest |
| Shared Editing | Allows for real time, simultaneous editing and collaborating on documents | 2 or more people collaborate on a document | More efficient, effective collaboration | Use for any group project | Communication issues, “stepping on toes” |
| Recommending, “Liking”, rating | Share opinions with others, get recommendations from others | Everyone has a voice | Can use recommendations for best resources, lessons, techniques | Have class recommend best resources | Potential to put too much weight on an opinion that may not be valid |