

# Session Preparation Guide

2026-05-06 · cheerful mango Haubentaucher

EACH SESSION IS PREPARED BY ONE STUDENT GROUP. This chapter explains what the preparing group is responsible for, how to submit improvements, and what is expected on the day of the session.

Phase	What you do
Before the session	Review the lecture notes, propose improvements via pull request, and prepare the debate (including providing the moderator).
During the session	Moderate the debate, introduce any additions you made, and facilitate the wrap-up discussion.

READ THE CHAPTER CRITICALLY. Go through every section of the assigned session chapter: the guided reading sheet, the theoretical margin notes, the debate roles and positions, and the key learnings. You own that Chapter now, you can touch everything. Ask yourselves:

- Are the guided reading questions clear, fair, and thought-provoking? Could any of them be sharpened, split, or replaced?
- Is there a question missing that would strengthen the discussion?
- Are the theoretical concepts in the margin notes accurate and up to date? Are there newer or better sources, or extending ones?
- Could a figure, diagram, image, or short quote make a concept more accessible or more memorable?
- Are the debate positions balanced? Do the talking points give each role enough material to argue convincingly? Is there a notion not captured in the roles?

SUBMIT YOUR IMPROVEMENTS AS A PULL REQUEST. All lecture notes are maintained in a shared repository. The preparing group submits their proposed changes as a **pull request (PR)** directly on the repository. This ensures that improvements are versioned, re-viewable, and attributable. Make sure to split PRs by the categories provided in the next section, and to provide a clear description of each change and its rationale. The PR must compile without errors. The instructor reviews and merges the PR after the session.

### *What belongs in a pull request*

1. **Question edits.** Rephrase, split, or replace a guided reading question. Add a new question if you identify a gap. Briefly explain in the PR description why the change improves the sheet.
2. **Source updates.** Add a recent paper, report, or case study that strengthens a theoretical concept or a debate position. Add the entry to `philosophyofai_references.bib` and cite it with `\cite{}` in the appropriate margin note or body text.
3. **Margin notes.** Add a short margin note (`\marginnote{}`) that provides context, a definition, a counter-example, or a link to current events. Keep margin notes concise: two to four sentences.
4. **Figures and images.** Add a figure to the `figures/` directory and include it with `\includegraphics`. Every figure must have a caption that explains what it shows and why it matters. Cite the source in the caption or in a margin note.
5. **Debate refinements.** Strengthen a talking point, add a new one, or rebalance the positions if you believe one side is under-argued.

### *Before the Session: Preparing the Debate*

THE PREPARING GROUP PROVIDES THE MODERATOR. One member of the group serves as moderator for the session. The moderator's duties are described in detail in the Debate Format & Moderator Guide (Appendix A).

THE REST OF THE GROUP is ready to step in if the moderator needs assistance, or replacement.