

Queer Ontario NETIQUETTE GUIDELINES

These guidelines outline the conditions for membership on the Queer Ontario list as well as all Queer Ontario social media platforms. Continuing membership is contingent upon adherence to these guidelines. Please read these guidelines and the section on Conflicts carefully. These guidelines will periodically be sent out on the Queer Ontario list and social media to keep members reminded of their importance.

The Queer Ontario listserv and social media are unmoderated virtual spaces where members and non-members interact.

Queer Ontario's email listserv as a membership elected to monitor list activity as a group, rather than giving the responsibility for moderation to one or more individuals. However, in the case of prolonged conflict or numerous complaints about repeated serious violations of netiquette, the listserv and/or steering committees may intervene.

Emails/social media postings to the Queer Ontario G-Mail/social media groups and email discussion list by individual members of Queer Ontario do not necessarily reflect the views of Queer Ontario or the views of other Queer Ontario members.

GENERAL

1. Messages should be relevant to the group.

It is a good idea for new members to read list mail initially to get a sense of the list/group. The Queer Ontario list focuses on queer politics, public information, educational resources, advocacy, lobbying, legal rights, social justice and reform. It is used for announcements, to request or share information, and sometimes, although less so, for discussion.

2. Please read the basic information about Queer Ontario you received on signing onto the Queer Ontario list or contact the info@queerontario.org before posting a question about how the list works.

3. Be very careful about advertising. Advertising is discouraged. Repeated use of the list to promote basic programs and services and likewise to promote businesses is considered advertising. They will be deleted on Facebook and Users will be banned for spamming.

4. If possible when forwarding attachments, include the information in the body of your message too, since not all members can receive attachments from Queer Ontario.

5. Please include accessibility details when posting information about events.

6. Try limiting emails to 5 per week. The volume of list mail is growing as the membership grows. Be aware how much you are posting.

7. Queer Ontario is a closed list. Do not forward emails or member information to non-members without permission from the author. (This does not apply to public information or announcements.)

8. It's not possible to unsend messages/posts once sent. Once it is out there it cannot be undone. Don't say anything that might come back and haunt you years from now.

9. **Private emails and social media posts do not belong on this form.** DO NOT post messages intended for an individual If using 'Reply to Sender' in response to list mail, check whether the original sender's name appears in the To: line of your reply. Queer Ontario members are responsible for the correct operation of their email systems to avoid such problems.

COMMITTEE LISTS

1. Several dedicated lists support Queer Ontario committee members' discussions about committee business in order to reduce the volume of mail on the larger network list. Generally speaking, committee discussions belong on committee lists.

2. The Queer Ontario Netiquette guidelines apply to communication on committee lists. Queer Ontario committees are responsible for the adoption of Netiquette Guidelines and for their distribution and application on committee lists.

CONFLICT

1. Although some discussion is supported by the Queer Ontario list, lengthy, heated, conflictual discussion is not well tolerated. If you find something offensive and have politely posted your concern about it, delete further messages if the offensive comments continue.

2. Personal attacks are not permitted. Do not personalize issues or target specific individuals when discussing issues. Insults and negative characterizations of individuals could be grounds for the suspension of membership.

3. Don't get involved in or respond to Flame Wars. The fact that someone has experienced a personal attack on the listserv is not an excuse to respond in kind.

4. Do not send complaints naming individuals to the network list. If you feel the guidelines have been violated several times, **and** attempts to correct this on the Queer Ontario list have not been successful, you could as a last resort contact a member of the Queer Ontario Steering Committee.

5. Harassment and discrimination are not permitted. Sending harassing messages is not only unacceptable, it may be illegal.

FORMATTING

1. When replying to a message, it is helpful to quote a few lines so it is clear what you are responding to.

2. Make sure the Subject line of messages gives an idea of the content of messages so members can delete messages they are not interested in.

3. When forwarding mail or replying to a message, remove headers and footers and irrelevant parts of posts to reduce unnecessary length, and show consideration for your readers. For example, remove information from the Subject line of messages, such as the name of other lists and repeats such as *Fw: Fw: Fw:*. Do not send messages with the *Show Full Headers* feature turned on.

4. Spelling mistakes are more the rule than the exception. Questioning spelling is not good netiquette, and unnecessary unless it occurs in a critical place, like a mis-spelt URL

RESPONDING TO SERIOUS VIOLATIONS OF NETIQUETTE

The Queer Ontario Steering Committee has the obligation and the right to suspend subscribers for serious violations of the above guidelines. A suspension could be immediate and it could result in permanent unsubscription from the group. Where necessary, action will be taken consistent with the guidelines, using a process that attempts to be respectful of those involved. A description of the process follows.

- If the Queer Ontario Steering Committee agrees that a serious violation has occurred, the individual involved will be asked offlist to respect the guidelines in future postings to the list.
- If the violation continues or is serious enough, the member in question may be warned that if the violation in question continues, their membership could be suspended.
- If the violation continues after this, and majority votes of the Queer Ontario Steering Committee support suspension, the individual's membership will be suspended indefinitely. This action will be taken offlist.

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