

A certain structure definitely makes a listserv run smoothly and effectively for everyone's benefit. Remember, the success of this group depends on all of us, and that means each of us needs to do our best to be respectful and, well, be nice. **We expect list members to learn to be responsible members.**

PARENT TO PARENT OF COLORADO LISTSERV NETIQUETTE

****PLEASE READ BEFORE YOU POST****

Thank you for joining the P2P-CO listserv. The netiquette is applicable to all Parent to Parent listservs.

Note: Posted messages may be used to create compilations of ideas, recommendations and experiences, i.e., P2P's Wisdom Files. Poster's identifying information will be removed. Such Wisdom Files are distributed only to other P2P members.

PURPOSE

The **P2P-CO** listserv exists because we, as parents and immediate family members, share the desire to focus intensely on the subjects that affect our sons and daughters with special health care needs or disabilities in a friendlier, more informed and timely, and wider based community than is possible in other settings. The unspoken purpose of the listserv is to **provide families with the support and information needed** to work toward having our sons and daughters be integral, valued members of society.

When conducted with basic courtesy and within the ground rules of this netiquette, the discussion of various critical issues relating to our sons and daughters, as well as our own challenges, can be helpful to all of us. Therefore, the listserv will be managed in accordance with two basic rules:

- **The listserv is a place where parents share information for supporting other parents, problem solve matters that come up for discussion, and keep each other informed about parent meetings, legislative updates, trainings, etc.**
- **Respect for all is paramount. Membership constitutes an understanding to be considerate. Personal attacks and profanity are not permitted.**

In short, follow the group rules. Abide by the Yahoo TOS, the purpose of this group and copyright laws. Use a good antivirus program. Posting status and listserv membership are at the discretion of the P2P-CO list owners.

New members are moderated to make sure posters follow P2P-CO netiquette; if there is a delay in your messages getting posted to the list, it's because the moderators have not yet approved your message. Newbie moderation is for the greater good.

CONTENT

- All mail to **P2P-CO** should be directly related to the experience of having a son or daughter with special health care or developmental needs and issues or information relating to parent support, advocacy, program development, etc.
- Personal replies, congratulations, conversations pertaining to one or two people and me-too posts should be done off list via private email. They are important, but not on our busy list.
- Don't send other people's humor columns, chain letters, inspirational poetry, virus warnings or any off-topic information no matter how wonderful or necessary you may find it.
- Members may post items for sale or services provided for a fee as long as they are consistent with our listserv purpose. The subject line **MUST** indicate that the post is about an item or product for sale or a service provided.
- It is better to send personal information (phone number, address) by private email.
- Keep signature lines to a reasonable length.

POSTINGS

- Quote only what is relevant and necessary. Include only a line or two of the post you're responding to and delete the rest. Specifically, do not include the entire digest in your replies.
- Do not re-post or forward other member's messages to anyone off the list without the express permission of the message's author (with the exception of meetings/conferences). Conversely, never re-post another person's private email to the list. This is a major no-no.
- Keep your tone polite. Try not to give offense or be easily offended yourself. Respond to the issues, not to the personal attributes. Please respect each member's right to have his or her own opinion, just as you have yours.
- Avoid flaming: name-calling, public criticism of another member, personal attacks, and baiting. To stop a flame, ignore the folks who try to start them. Do not utilize the list for disputes. Take persistent disagreements with another person off-list. Flaming of moderators is also not permitted.
- Dual Roles: It is recognized that some members will also work in the fields of disabilities, healthcare, government and education. When these members access or contribute support or information, it is expected that they will primarily be participating as parents or family members. We recognize the lines between their roles may sometimes be unclear in cases where these members offer information from their professional roles.
- If you are passing on an article, please do not copy and paste the entire article into the body of your e-mail. You may copy a teaser, a small portion of the article such as a paragraph (with appropriate author's credit) and then include a link to the article. Copying an entire article, whether you give credit and/or a link is a violation of copyright law unless you have explicit permission from the author.
- Attachments are not allowed.

SUBJECT LINE

- Use a subject line that accurately reflects the content of the message.
- If you change the topic of a thread, change the subject line to match.

DELIVERY MODE

There are three different delivery modes and YOU have control over how you want your mail delivered.

NOTE: It could take up to *three* days for your delivery mode change request to be processed by Yahoo, once you have replied to the confirmation email.

- Individual e-mails: Send an empty email to p2p-co-normal@yahoogroups.com
- Daily digest: Send an empty email to p2p-co-digest@yahoogroups.com
- Vacation mode or read it on the web only: Send an empty email to p2p-co-nomail@yahoogroups.com.

UNSUBSCRIBING

- To unsubscribe, send an empty e-mail to p2p-co-unsubscribe@yahoogroups.com.

You may email the list owners privately regarding the administration of this list or if you are having problems with other members. If you feel a post is out of line, please email the list owners privately and allow them to handle it.

If you have any questions, please contact the list owners at p2p-co-owner@yahoogroups.com.

And the inevitable disclaimer: Information provided on Parent to Parent's various listservs are for informational and/or educational purposes only. The information is not intended to be, and should not be used as a substitute for professional legal, educational or health care advice.

For more information about Parent to Parent of Colorado, visit our website at www.p2p-co.org.