

## POSTING RULES

1. **BE TOPICAL.** Remember that the mission of FCPC is to enrich the lives of families with young children and our local community. Postings should be about child-, family-, or parent-related issues, or on topics related to living in the local community.
2. **SEARCH BEFORE YOU POST.** There is a wealth of information in the archives. Many topics (preschools, pediatricians, OB/Gyns, contractors, restaurants, nanny pay/policies, etc.) come up frequently. Search before you post. If there are old posts about your topic, bump one of the old threads back up, so that information can be added in one place instead of scattered in multiple threads.
3. **NO COMMERCIAL/BUSINESS PROMOTION POSTING.** You cannot post information about your business (unless you represent a city), or the business of a friend or relative, in the forums (e.g. general discussion, Chit Chat.)
  1. If someone posts requesting a service or thing that you or someone you know provides, you can reply with a private post; do not reply with a public post to all members.
  2. The prohibition on commercial/business postings also applies to your signature. You may include a minimal amount of information about your business and basic contact information. DO NOT include slogans, taglines, or other marketing information, or five different ways to contact you. If your signature seems like advertising in itself, your posts will be deleted.
  3. Do not post solicitations for members to participate in "focus groups", as testers or other surveys regardless of whether compensation would be provided to the member.
4. **QUESTIONS POSTED REQUIRE SUMMARIES.** If you post a topic to the group and you receive private comments or emails that are not publicly posted, you owe the group a summary of those responses. Please post this summary as a response to your original post, not a new, separate post.
5. **KNOW YOUR RECOMMENDATIONS & REVIEWS; FIRSTHAND INFORMATION ONLY.** If you are posting about an experience with or recommending a business, it must be one that you have firsthand knowledge of, preferably as a paying customer without a privileged relationship. FCPC does not allow references for one's own business or those of friends or relatives.
6. **DO NOT REPLY ALL UNLESS IT'S OF INTEREST TO ALL.** Do not post replies to a specific poster (e.g., a thank you, or a request for more information) to the entire group. Post a private reply or send a Tentmail.
7. **NO SPAM.** No Jokes/Chain Letters/Junk Mail/Off-Topic Discussions/Heart-Tugging News Stories or Editorials, political or otherwise. Articles on parenting topics are OK, but please ask yourself if it's really of interest, and bear in mind that we have a well-informed group who already access multiple news sources.
8. **NO POLITICAL RALLYING:** It is NOT OK to promote or discuss your political views on the list, but providing information about events or situations that contain some political content is OK as long as there is something relevant to families, parents or kids, or the community.
  1. For example: OK: "Foster City Council is meeting to decide on blah blah issue which will have an impact on our schools. For more information, please see [www.info.com](http://www.info.com), and consider coming to the meeting." Not OK: "URGENT: Need to STOP City Council from approving XXX"
9. **DO NOT POST FOR OTHERS.** Please limit your posts to questions or topics that you have. Please do not post for others. If your friends want the benefit of getting information from our members, please encourage them to join FCPC.
10. **BE NICE/THINK BEFORE YOU COMMENT.** No flaming, snotty comments, or other nastiness. Remember that everyone is posting either seeking or trying to provide help, and

# FCPC Guidelines for Forum Posts

that we are all parents with a great deal on our plates. Would you be happy with your child responding in the manner you are about to?

11. **REMOVE PERSONAL INFO WHEN FORWARDING.** If you forward a post off the list, please strip all personal information from the post.
12. **ROLE OF MODERATORS.** FCPC forums are moderated by Board Members, or Members designated through the FCPC Board. Moderators ensure the forums are a welcoming place for all. If a post does not meet the posting guidelines the moderator may: alert the poster, remove the post, blocking further posts from particular user(s), or hold posts until they are reviewed by the moderator. Any questions or concerns should be directed to the forum moderator or to the FCPC President.
13. **IMMEDIATE ASSISTANCE.** We are not trained crisis professionals and we do not check our email overnight. If you need immediate assistance or are currently in a crisis situation, please contact one of the following professionals who can help you through your difficulty:

*911 – Emergency Services*

*1-800-784-2433 – National Suicide Hotline*

*1-800-799-7233 – National Domestic Violence Hotline*

*1-800-422-4453 – National Child Abuse Hotline*

This Policy was last updated September 2014. This policy may be updated from time to time for any reason. We will notify you of any material changes to our Guidelines for Forum Posts by posting the new policy on the Site. We suggest that you consult the Site regularly to check for any changes to this policy.