

Suggested SENY BBS Guidelines

1. All registrations and postings should conform to forum guidelines as described below. Guidelines may be changed at the discretion of the area Webteam, committee or assembly as may be within their responsibility and authority.
 - a. Registrations are reviewed for activation by a BBS administrator.
 - b. Postings are uploaded to the BBS but subject to review for meeting forum guidelines by either a BBS administrator or a forum moderator.
2. Postings should respect the spirit of the area's overall web guidelines found at: <http://aaseny.org/en/guidelines.html>. In general, these guidelines will be more liberally or loosely applied. Where the expectation of allowing a free flow of ideas and information expected of a BBS may conflict with the spirit of the web guidelines, the Webteam will undertake a policy review and make a recommendation.
3. The forum guidelines ask that:
 - a. We maintain personal anonymity at the level of the internet (item #5 in the area's web guidelines).
 - i. User names should maintain personal anonymity. This means that if Jane Smith is registering, she may use "Jane S." or a complete alias, but not "Jane Smith" as her user name. If a requested user name does not protect personal anonymity, an administrator will suggest the registrant change the requested user name. Similarly, e-mail addresses and avatars should maintain personal anonymity.
 - ii. Postings should maintain personal anonymity, this includes not only the anonymity of the registrant offering the posting, but that of any third party referred to in the posting. It is suggested reference to AA members where required be made to their service title or some other device which respects their personal anonymity.
 - b. Common decency should be observed. Dialogues should be civil. That does not mean we may not disagree strongly with each other, raise controversial questions or take unpopular positions, but that dialogue should refrain from personal attacks, name calling and alike. Obscene language is to be avoided.
 - c. All postings should be AA-related, avoiding outside issues.
 - d. Solicitation of participants for commercial purposes is not allowed.
 - e. Hyperlinks within postings and profiles should avoid supporting or endorsing commercial entities.

- f. Administrators/moderators may request or make modifications to registrations, profiles or postings which violate the above guidelines, or may remove them.
4. Moderator guidelines:
- a. Moderators are asked to check their sections periodically depending on the flow of traffic. A moderator who expects or finds he/she will be away from the forum for more than a period of time should advise an administrator through webteam@aaseny.org.
 - b. Moderator's can elect to receive communication through email when someone has submitted a post for moderator approval.
 - c. Each moderator shall commit to reading each post in his or her forum in its entirety to check for adherence to the posting guidelines (as specified above).
 - d. Possible violations of BBS posting guidelines (as specified above) should be promptly questioned via e-mail or Personal Message (PM) to the concerned registrant by a moderator or administrator. Participants who are concerned about the appropriateness of a posting may refer their concerns to webteam@aaseny.org.
 - e. Moderators should invite a participant whose posts may not adhere to the BBS guidelines to amend the posting. If a satisfactory change is not posted, the moderator should either amend or remove the posting.
 - f. Where postings are removed, their removal may change the thread in undesired ways by breaking or suspending the thread. The moderator in such cases should consider adding text to surrounding postings to explain any discontinuity.
 - g. Moderators who feel they need guidance in deciding if a posting fits with the above guidelines may seek support from any administrator or a fellow moderator through webteam@aaseny.org.
 - h. Moderators who are unable to continue to serve should advise an administrator through webteam@aaseny.org.
5. Administrator guidelines:
- a. Site administrators should check the bulletin board from time to time. An administrator who expects or finds he/she will be away from the forum for an extended period of time should advise another administrator through webteam@aaseny.org.
 - b. BBS administrators review registrations and check for validity and adherence to the BBS registration guidelines (as specified above) as needed, usually if a problem or question is presented.

- c. Administrators should resist the urge to act as moderators except when necessary. In such cases that BBS moderation is required of an administrator, the above Moderator Guidelines will apply.
 - d. Structural Changes to the BBS should be agreed upon and approved by the Site Administrators. All such changes should be reported to the SENY Website Committee.
 - e. Administrators also,
 - i. Set up Usergroups
 - ii. Set Moderation Permissions
 - iii. Perform periodic backups.
 - f. Administrators who are unable to continue to serve should advise another administrator through webteam@aaseny.org.
6. To assure that no administrator or moderator is put in a position of unqualified control, participants who feel their registration or postings are unreasonably or incorrectly limited by an administrator or moderator may appeal that decision:
- a. First to the area's Webteam at: webteam@aaseny.org.
 - b. Then to the full SENY committee whose decision will be final.
7. It is not the role of administrators or moderators to censor ideas or otherwise restrict or shape the free exchange of points of view or the range of discussions where the BBS guidelines are otherwise met.
8. Further questions of forum organization and policy development are pursued within the Webteam as coordinated by the area's Netchair. Members interested in participating in those discussions should plan on attending the Webteam meetings. (Check the area's calendar of events for those meetings, <http://aaseny.org/en/events/categoryevents/6-standing-committee-events.html>.)
9. The Webteam makes and implements policy decisions which do not require area committee approval. These would be questions of day to day management which do not require changes to established area conscience, but which should nevertheless be reported periodically to the area committee by the Netchair or a team representative.
10. Questions requiring area committee approval are brought to the area committee by the Netchair or a team representative. The area committee decides questions of area web policy subject to the final authority of the area assembly.