

Listserv and Membership Directory Rules

1. Do not post copyrighted material to the list without the author's permission. This includes posting others private e-mails to you out to the entire list.
2. Message should be appropriate to the topic.
3. Do not copy e-mail addresses from any list for commercial purposes.
4. Do not spam the list with inappropriate commercial messages.
5. Advertising is not permitted on AAAA listserv or using AAAA membership directory email addresses.
6. Job posting is not permitted on AAAA listserv or using AAAA membership directory email addresses.
7. Obey the rules, failure to do so will result in your removal from the listserv and denial of your membership directory access.

General Guidelines for Mailing to Listserv

- Subject lines should follow the purpose of the group.
- Send replies to messages or postings without including entire original message. Do reference the previous message with a brief summary.
- Attach a signature to your message so people know how to reach you.
- When replying to messages or posts, be sure that your response is sent to the appropriate list, group or individual.
- Respect other members. Please exercise diplomacy, tact, thoughtfulness, self-restraint and respect for other's point of view. It's possible to disagree without being disagreeable.
- Should a disagreement arise with another person, continue your discussion off-line. Do not continue to send messages to the list or the group.
- Do not engage in arguments.
- Send subscribe and unsubscribe messages to the appropriate address. As a reminder to yourself, save the instructions on how to subscribe and unsubscribe from the lists.
- Avoid sending large files to mailing lists. Use Uniform Resource Locators (URLs) or links.

If you have any questions regarding these rules and guidelines, please contact the list manager. AAAA retains the right to suspend or terminate members from using the list if the rules have been violated.