

## The CartoPhilatelic Society (CPS) Members Only email discussion group

### Etiquette Rules, Rev 1, 20141006

[http://mapsonstamps.org/downloads/CPS\\_Discussion\\_Group\\_Rules.pdf](http://mapsonstamps.org/downloads/CPS_Discussion_Group_Rules.pdf)

- 1. The main theme of discussion on this group is CartoPhilately and philately. Please keep the discussions on topic.** *Discussions on other subjects such as maps and map history, cartography, geography, history, computers and new technology, preservation and conservation of documents, etc. which can be "linked" to a philatelic theme are acceptable.*
- 2. When sending email to the group, remember that all of the members of the CartoPhilatelic Society who have registered their email address will receive the email.** *Therefore think about what you are writing and check your posts before sending them. Make sure the subject of the email is clear and related to the topic. Refrain from using vague topics. If you want members to respond to you directly, please include your email in the message. Responses will normally be sent to the entire group. The group is a closed, members only list. CC'ing a message to someone outside the list is possible, but that person will not be able to reply unless they are a member of the CPS. This is intended as a security feature.*
- 3. The language used on this group will be English.** *The CPS is composed of many international members, so please understand that each member's level of English ability is different.*
- 4. Do not attach images and files to the posts. Please sign up for a file sharing service like DropBox ( <https://dropbox.com> ), OneDrive ( <https://skydrive.live.com> ), GoogleDrive ( <https://drive.google.com> ) or similar persistent storage service. Use a file sharing service to upload your images or files, then generate a link and copy+paste in that link into your post. When you see an image or file in a post which you want to save, right-click and save it to your own PC. Do not use a file sharing service that requires a plugin or download accelerator to be installed to access the file.**

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**5. The group should not be considered as a prime venue for sales. However the CPS realizes that facilitating sales or trades between members can be a valuable experience. Therefore it is acceptable to offer CartoPhilatelic items for sale to members as long the posts do not become excessive. Please read Rule 5 in full before posting items for sale. *Options for sales offers should include a short descriptive post with links to price lists and images [see rule 4]; a single post with a link to your online store; or adding a short (1 or 2 line) "selling/buying/wants" list to your "signature" when you make a post. Also note that all sales interactions are between the individual members. The CPS shall in no form ever be responsible for the actions of the individual members or held accountable for the accuracy, content, quality, or authenticity of any item being sold. All sales discussions should take place privately between the individual members.***

**6. The CPS will make posts to the group to keep the members informed of Society activities. *Such activities are related to Society business, events, projects, and the promotion of related works for possible sale.***

**7. The group should not be a forum for questions or complaints about CPS policies. Please use the "Contact Us" form (About > Contact Us) on the web site and the officers will reply. *We value the feedback of our members. If you have a complaint about CPS policy we want to know and will work to address it in the most suitable venue.***

**8. Posts which are offensive and impolite are not allowed. Members making such posts will be immediately removed from the group. *The following content/language not allowed on this email group include: political, religious, cultural, societal and current events discussions; jokes and humorous stories; offensive, hate related, bullying, ethnic, sexist or personal comments; sexual comments, stories, etc.; foul and off color language; or other content/language which the CPS officers may consider harmful to the other members of the group.***

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#### **Revision History:**

Rev. 1 – CPS Discussion Group Etiquette Rules, 2014-10-06

[http://mapsonstamps.org/downloads/CPS\\_Discussion\\_Group\\_Rules\\_Rev1\\_20141006.pdf](http://mapsonstamps.org/downloads/CPS_Discussion_Group_Rules_Rev1_20141006.pdf)