

7 Netiquette Rules

Net + Etiquette (*n.* code of polite behaviour in society or among a professional group)

*If you wouldn't say or do something
in real life, don't say or do it online.*

1. Treat others with the respect you wish to be given. You are communicating with peers who deserve the same respect you do.
2. Focus on the topic not the person. If you disagree with someone, acknowledge the valid points they are making, then focus on why you disagree, respectfully offering a counter argument or offer suggestions for how they can improve their work. Don't make the discussion personal.
3. Write clearly and concisely. Communicate your ideas as effectively as possible. Take a few moments to review what you have written before you post.
4. Search before you write. To avoid repetition, ask these questions first
 - Has someone already made the same comment you are about to make?
 - Has someone posed the same question?
 - Has the conversation thread shifted focus?
 - Is the information you need readily available elsewhere?
5. Avoid emotionally charged language. When you are writing not speaking, your audience can't hear your tone, and sometimes emoticons just don't do the job of conveying it. For the same reason, avoid all caps, so you don't come across as though you're yelling.
6. Stay on point: post content that is relevant to the discussion. Don't share random content that you think is entertaining. Instead, respect your peers by engaging with the topic under discussion.
7. Don't write anything you would not want publically shared.

