

## Ground Rules

- These sites are for EDUCATIONAL, law abiding, FREE use purposes only. If you see anything contrary to this purpose, and/or broken links on any pages Suzanne Ensmann is listed as webmaster, please notify her immediately. Anything posted on these pages by someone other than Dr. Ensmann, and/or linking-off of these pages, may or may not reflect the views of UT or Dr. Ensmann.
- When posting and/or creating your own websites, blogs, etc. in connection with these pages:
- For privacy, security, and professional courtesy purposes:
  - Do not use your full name, but instead your first and/or school name only.
  - "Do not send your picture to anyone, especially a picture of yourself alone. Group pictures for projects only are better." If you use a picture to personalize a webpage, present ones with professional attire. Remember, once it's posted to the web, it's *published for public domain indefinitely!*

Source: ~~Never agree to defend anyone or the Editor of the Pages with out feedback from the group first,~~ "electronic-school.com

- Remember, all information you cite, must be given due credit. If you reference a picture or quote any information, you must note the source from which you take it.
- "Review plagiarism with your instructor.
- Do not use any foul language, but be respectful at all times...
- CULTURAL MAP... If you are working with one country or in exchange, take time to learn a little about the culture...
- HIGH TECH TO LOW TECH... There are many levels of technology... all over the world... Don't do extra email...
- POLITICS... It is a good idea to read the newspapers of the country you are working with...
- TIME ... Choose a world time site or set of sites... [Be respectful of "working hours" of other locations.]
- RELIGION... Religion is a part of the culture of a country... [Respect the diversity.]
- Do not assume that other students will know [your preferred gender] by your first name.
- If you use slang expressions be sure to explain what they mean....
- Use simple English words. Consider how phrases are translated literally... dirty blond hair?
- Explain abbreviations when you use them...
- Remember the reader cannot see your face in your communication [unless you use a webcam]. Humor may often be interpreted literally and misunderstood. Use emoticons (smiley faces and other symbols) and punctuation such as asterisks to make emphasis.
- Be certain to state your emotions; do not assume they are known...
- Most of the world learns British English language rather than US English. Words such as centre or colour may look misspelled but are correct for them."

Source: Diane Midness, iEARN-USA