

Community Connections Support Services – Policies and Procedures

Section	Technology Policy and Procedures
Subject	Website and Forum Terms of Use (tp040)
Applies To	All Service Areas
Revised Date	November 2010

Policy: The Community Connections Website exists to provide a place for the people we support, employees, subcontractors and other stakeholders, to build a positive community with one another where users can discuss issues, ask questions, receive encouragement and make suggestions.

Procedures: Use of Community Connections Support Services' websites and forums is dependent on accepting the Terms of Use described below:

1. Posts on the websites and forum are public. Text will be available to anyone with an internet connection. Please protect your privacy and the privacy of those you support. Avoid using names, addresses, phone numbers, email addresses and any other information that may identify the person you are supporting.
2. You agree to use the CCSS websites and forum only for lawful purposes, and in a way that does not infringe the rights of, invade the privacy of or restrict or inhibit anyone else's use and enjoyment of the CCSS' websites or forum. Prohibited behaviour includes harassment or causing distress or inconvenience to any person, the use of obscene, defamatory or threatening language, the use of profanities or posting content generally considered to be inappropriate for a family audience or that disparages race, gender, sexual orientation, religion or nation, or that disrupts the normal flow of dialogue within the websites or forum.
3. You agree not to post or use the websites or forums for advertising or promoting your business or for-profit organization, or post threads which are blatant promotions for other companies.
4. You agree not to upload, post, email, transmit or otherwise make available any content that you do not have a right to make available under any law or under contractual or fiduciary relationships (such as inside information, proprietary and confidential information learned or disclosed as part of employment relationships or under nondisclosure agreements).
5. You agree not to upload, post, email, transmit or otherwise make available any content that infringes any patent, trademark, trade secret, copyright or other proprietary rights of any party.

Community Connections Support Services – Policies and Procedures

6. You agree not to upload, post, email, transmit or otherwise make available any unsolicited or unauthorized advertising, promotional materials, "junk mail," "spam," "chain letters," "pyramid schemes," or any other form of solicitation.
7. You agree not to upload, post, email, transmit or otherwise make available any material that contains software viruses or any other computer code, files or programs designed to interrupt, destroy or limit the functionality of any computer software or hardware or telecommunications equipment.
8. You agree not to disrupt the normal flow of dialogue or otherwise act in a manner that negatively affects other users' ability to engage in real time exchanges.
9. You agree not to impersonate any person or entity or falsely state or otherwise misrepresent your professional or other affiliation with any person or entity.

Administrators of Community Connections websites and forum reserve the right to remove or edit any postings at our sole discretion, including those that are in violation of the terms of use without any prior notice to the user. Multiple violations of the terms of use may include termination of your account.

References:

- <http://www.wilton.com/forums/guidelines.cfm>
- *Ministry of Health Singapore*
- *inMaricopa.com*
- *TalkTalk Members Forum*
- *Toshiba*

For further information on this policy or permission to reprint, please contact:

Vivienne Prather
Director – Strategic Management
Community Connections Support Services
Unit 236
9-3151 Lakeshore Rd.
Kelowna, BC V1W 3S9
ph. (250) 491-2907 fx.1-866-728-2938
viv@commconn.ca
www.commconn.ca