

## ATA CLD LinkedIn Rules and Netiquette

### Legal Rules without Exception

1. The Chinese Language Division (CLD) LinkedIn Group of the American Translators Association (ATA) is an online group subject to the same antitrust rules that apply to all Association meetings and all communications in Association media. Therefore,

- Do not post material that includes discussion of rates, and material that includes specific rates, fees, or changes therein, as specified in ATA Antitrust Compliance Policy (see [http://www.atanet.org/governance/governance\\_policystatement.php](http://www.atanet.org/governance/governance_policystatement.php)).
- Do not post material that interferes with the ability of others to do business, including the disclosure of information developed solely for a company's or an individual's conduct of business (trade secrets) or any suggestion, exhortation, or other statement about refraining or refusing to do business with any person or entity.

2. When posting on the ATA CLD LinkedIn Group, you must bear in mind that you are responsible and can be held legally liable for what you write. Therefore,

- Do not post any racist, sexist, discriminatory, defamatory, abusive, profane, threatening, embarrassing, insulting, or illegal material.
- Do not post material that infringes on any person or entity's names, copyright, trademark, or other intellectual property; to be safe, assume that all material is copyrighted unless the author has explicitly stated that the material is in the public domain.
- You agree and represent that any you have the right to use and submit any information, content, or material to the ATA CLD LinkedIn Group and also grant any other ATA CLD LinkedIn Group participant the right to copy, reproduce, or otherwise use any such information, content, or material that you post.
- Do not make accusations against any individual or a legal entity. Any accusation may be considered defamatory even if it is based on sources that are generally reliable or credible. It is preferable to list only facts you can document.
- Request information about specific individuals or entities to be provided to you in private. If you have such information, provide it to the requestor in private.

### LinkedIn Group Etiquette

1. This group is dedicated to the discussion of issues related to Chinese and the translation and interpretation profession in general and is open to ATA CLD members only.
2. The discussion is about issues, not personalities. Although views may differ, all list users are expected to maintain a respectful and polite tone at all times.
3. Do not challenge or attack others. Postings on the ATA CLD LinkedIn Group are meant to stimulate conversation, not to create contention. Let others have their say, just as you expect to be heard.
4. Do not post anything that you would not want the world to see or that you would not want anyone to know came from you.
5. Check your facts. Avoid stating your opinions as facts.

6. If you see an item on the web that you think might be of interest to all members, forward the URL only, rather than the entire item or article, to the list.
7. Discussion should be related to Chinese and the translation and interpretation profession. Links (along with short descriptive text) to articles, and to job postings for institutional and nonprofit organizations, are generally appropriate. Political content, a member's promotion of any of their own or another's services, and other irrelevant content are deemed inappropriate.
8. Members who violate these rules will be warned twice by a moderator before being removed from the ATA CLD LinkedIn Group. Once removed, a member can rejoin after three months.

### **Disclaimer**

ATA, its officers, directors, and employees, and the moderators of this ATA CLD LinkedIn Group, assume no responsibility for the opinions and information posted in the group. By joining the ATA CLD LinkedIn Group, you, the user, agree to release, hold harmless, indemnify, and defend the ATA, its officers, directors, and employees, and the ATA CLD LinkedIn Group moderators, from any and all legal or civil actions, claims, damages, costs, or penalties arising from messages you have posted on the ATA CLD LinkedIn Group.

ATA or the CLD does not actively monitor the group for inappropriate postings. However, in the event that any posting that violates these policies is brought to ATA's or the moderators' attention, appropriate action will be taken, which may include a warning, temporary suspension, or permanent removal from the group.