



Using the Adapt discussion forum

This forum lies at the very heart of the Adapt project community (if you don't believe us, have a look at our [guiding principles](#)). Help us keep it a friendly and helpful place to visit by considering the following guidelines:

Forum Guidelines

- **Be respectful:** passionate discussion is encouraged, but please be civil. We will not tolerate rudeness, insults, bad language or inflammatory comments towards anyone using the forum.
- **Strictly no spam:** please refrain from posting any advertising, spam, solicitation or commercial self-promotion in the discussion forum; anything considered as such will promptly be removed. This said, we heartily encourage the use of our [project work and jobs board](#) for any relevant work requests and Adapt-related self-promotion.
- **Keep it relevant:** posts should be on-topic and relevant to the forum. Similarly, do not interrupt an existing thread with any new and unrelated problems.
- **Be appropriate:** remember that posts will be read by people of many different ages and backgrounds, so please keep this in mind when posting. As a general rule, don't post anything you wouldn't feel comfortable viewing at work.
- **Privacy:** it sounds obvious, but please be aware that whatever you post is available to anyone who uses the forum. If you must share sensitive information at all, use the private messaging facility.
- **Write well:** the better you explain and the more detail you give, the better your post can be understood and the higher the likelihood of a helpful response; people will only put in as much effort into their reply as you did in your original post.
- **Be helpful:** if you see any posts that you feel you can contribute to, please do. You could really help someone out, and the favour may even be returned some day. If you can, try to help others at least as often as you ask for help yourself.

Moderator Guidelines

In addition to the general forum guidelines, our team of moderators should uphold the following:

- **Administrate:** this involves editing posts that don't conform to the forum's guidelines and moving posts to relevant sections of the forum if needed.
- **Keep order:** any members found abusing the forum rules should be dealt with in a *fair* and *responsible* manner.
- **Be discrete:** this applies to all moderator activity; discretion is expected, especially regarding any member information you have access to.
- **Be respectful:** all members should be treated with respect and consider member feelings before hitting the submit button. The role is not to be abused by intimidating others or unfairly enforcing the rules; with great power, comes great responsibility.
- **Be helpful:** being a moderator isn't just about enforcing rules. A key responsibility of the role is to help other members (including other moderators); Sharing is caring.

Above all, remember that we're the hosts, so it's our job to make sure everyone using the forum is able to do so without conflict.