

WWCDA Connect - Additional Rules

WWCDA Connect contains libraries, information pages, listserves called “forums” for WWCDA, the chapters and committees, and other features. WWCDA Connect facilitates communications and access to information amongst the WWCDA chapter members and non-member affiliates. Certain other people from WWCDA Sponsors will also participate on WWCDA Connect. Use of WWCDA Connect is subject to the Terms of Use for wwcda.org and all WWCDA services, the WWCDA Privacy Policy and the additional rules set forth below.

1. Only use WWCDA Connect, including WWCDA, region, chapter and committee Forums (Forums), for professional reasons. Do not post or forward advertising, jokes, chain letters, political commentary, commercial/marketing materials or other information unrelated to the practice of law or the affairs of WWCDA, the regions, chapters or committees. Promoting a third party event is prohibited unless WWCDA is partnering, supporting or otherwise collaborating on the event.
2. All defamatory, abusive, profane, threatening, offensive, or illegal comments or materials are strictly prohibited. Do not post any information or other material protected by copyright without the permission of the copyright owner. By posting material, the posting party warrants and represents that she owns the copyright with respect to such material or has received permission from the copyright owner.
3. Use caution when discussing products or services. Information posted on the Forums, in the libraries and elsewhere on WWCDA Connect or wwcda.org is available for all to see, and comments are subject to libel, slander, and antitrust laws.
4. When posting or sending items to WWCDA, regions, chapters and committees, please indicate if the item is not available for reuse.
5. **When responding to posts**, use the appropriate reply button in the notification rather than the reply options in Outlook or Gmail.
6. **Use "Reply to Sender" button to reply to a post.** Only the author of the post will receive the response. This will prevent replies to the whole WWCDA Connect population and cluttering people's mailboxes.
7. **Do not respond with "Reply to Group,"** unless in a very rare situation when a discussion is occurring that requires everyone to read the responses. Please only use “Reply to Sender” for any “me too” or “thank you” responses.
8. If you wish to read the responses sent as a “Reply to Sender,” please contact the person who sent the original email and request that the responses be forwarded to you.
9. When posting with an attachment, please describe the attachment in the message so others can decide whether to open it or not.

10. For all postings, please include your signature block or otherwise add your name, telephone number and email address so that other participants will know who you are and can contact you directly if appropriate.
11. Before posting requests for recommended counsel or consultants, please review the profiles at wwcda.org, the appropriate Chapter page, and the WWCD A Corporate Sponsor Directory for our members, non-member affiliates and sponsors with expertise or located in that particular area. Those who respond to the requests for recommendations should also endeavor to identify women who are qualified for the potential business.
12. When the postings relate to a legal discussion, non-lawyer participants should include the following text as part of their postings: "I am not a lawyer but...."
13. Postings or information therein should not be shared, shown or forwarded to non-participants of the Forums, unless the circumstances warrant (e.g., a referral) and/or the author of the post is consulted. Chatham House Rule applies unless you receive a waiver from the author or it is obvious that she would expect you to attribute the content of the post to her (e.g., a referral).
14. Do not assume confidentiality in the postings and discussions on the Forums.
15. Keep your profile updated with current contact information so that your access to the Forums and other WWCD A Connect features will not be interrupted.
16. Do not send to the Group any administrative messages such as "remove me from the list." Instead, send an email to connect@wwcda.org.

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Learn more at wwcda.org, [LinkedIn](#), [Facebook \(facebook.com/wwcda1\)](https://www.facebook.com/wwcda1), [Twitter \(@wwcda1\)](https://twitter.com/wwcda1), & [YouTube](#)