

Cape Elizabeth Comprehensive Plan 2019 Online Community Discussion Ground Rules-Draft

- This forum is designed as a public discussion, not a debate. The purpose is not to win an argument, but to hear many points of view and explore many options and solutions. Asking clarifying questions and even disagreeing is fine, but the point is not to “win” the argument.
- Speak from your own experience instead of generalizing (use “I” instead of “they”).
- Participate fully, the best discussion comes from hearing the most variety of ideas.
- Remember that typing in all caps is considered shouting, and should therefore be avoided.
- Keep comments relevant to the current discussion.
- Be respectful of other participants.
- Be brief and concise, people will not read exceedingly long posts. If someone else has stated something you wanted to say, either like that statement or post a short “I agree” comment to their comment.
- Do not use emoticons, abbreviations or acronyms as they may not be easily understood by the whole group. It is best to avoid both sarcasm and humor as they do not translate well without tone of voice and body language. To be sure that your comment is clear, try reading out loud before posting it.
- There will be no personal attacks on forum participants, Comprehensive Plan committee (CPC) members, town staff, or any other individual in this forum.
 - If a member posts a comment which includes a personal attack, the CPC moderator will have the post removed and will attempt to contact the individual directly to remind them of the rules.
 - If a member posts a second personal attack, they will be warned that they are going to have their account removed from the site.
 - Finally, if the behavior continues, the person will be banned from the site, therefore not allowing them to comment any further. That person will still be able to read what is going on.
 - Each of these actions will be reviewed at the next CPC meeting. Committee members will review the actions of the moderator to ensure that the guidelines were followed with each incident.
- Simply put, don’t say online what you wouldn’t say in person