

The GLD List serves as a discussion forum for members of ATA and its German Language Division. The purpose of the List is the exchange of information and discussions related to translation and the fielding of terminology inquiries among language professionals. The GLD List has established the following points as part of its listserv policy related to general netiquette.

The rules of netiquette can be boiled down to this: Never forget that the person on the other side is human. Try not to say anything to others you would not say to them in person in a room full of people.

By joining this list, you agree that you have read and agree to abide by the rules listed below. The list owner, acting in concert with the GLD Leadership Council, has a number of options for how to deal with violations of the posted GLD rules. These options range from a simple closing of the offending thread to monitoring the offending member's list contributions for a specified period of time (i.e. that member's postings will be checked for appropriateness by the list owner before being released) and/or to a removal of the offending member from the list for a specified or, in the instance of a severe violation, indefinite period of time.

GLD List Rules

Anti-trust Guidelines

The GLD List should be considered by participants to be an online meeting subject to the same anti-trust guidelines that prevail at all association meetings. Therefore:

1. The posting of material that includes discussions of rates, and matters related thereto, as specified in ATA's Policy Statement of March 25, 1990 (see http://www.atanet.org/aboutus/governance_policystatement.php), is strictly prohibited.
2. The posting of material that interferes with the ability of others to do business, including the disclosure of information developed solely for a company's conduct of business (trade secrets), is strictly prohibited.

In addition, the following rules should be observed:

1. While there is no prohibition of "off-topic issues," those should still be in some way related to questions or comments that are of particular interest to translators and interpreters working with the German language. Postings of this nature should be clearly marked with the acronym OT in the subject line.
2. Postings of a political nature, however well-intended, are not permitted.

Respect for All Participants

It is expected that list members will respect the views of others on the list in all online conversations, regardless of how different the others' views are from their own.

* Use of profanity or derogatory comments is not appropriate.

* New members may not be aware that a subject has been discussed before. If the inquiry is not particularly time-sensitive, they are therefore encouraged to consult the list's archives before posting their question.

* When questions are posted on the list, potential respondents should reasonably be able to expect that the member asking the question has taken advantage of the many diverse research options offered by the Internet before posting a question. Responses should be to the point; questioning the validity of a question can be viewed as impolite and is discouraged.

* Please remember that the list is read by many more people than are active participants. Many of us refer each other for jobs based on an impression conveyed over the list. Therefore, please behave in a professional manner at all times.

Postings: General

* New members: New participants are encouraged to follow the discussions for a few days and then to post an introduction about themselves.

* Subject lines: Please use descriptive subject lines. Tell people what the message is about before they read it.

* Long responses: If you are responding to a long message, it is best to cut out those parts of that message (such as signatures) that are not relevant to your response.

* Copyrighted materials: It is important to be aware of copyright issues on the Internet. Members should not post copyrighted information to the list. Please note that email messages are considered copyrighted by the author of the message. Therefore, it is inappropriate to forward another person's email message from outside the GLD list without permission from that person.

* Signatures: It is helpful and courteous to "sign" your message or to include your signature with every message. Please keep your signature to no more than 4-5 lines.

* Postings to individual members: To post a message to the entire list, send the message to the discussion address for that list. If you want to send a reply to an individual list member only, remember to change the address in the "To:" field of your outgoing message to that individual member's email address, not the list discussion address.

Postings: Specific Types of Posts

Appropriate postings:

1. Terminology inquiries (please avoid posting long lists of terms)
2. Announcements and inquiries about jobs, the German language in general, and German culture
3. ATA-related topics

Inappropriate postings:

1. Commercial postings

2. Attachments

3. Questionnaires/surveys (for information on the appropriateness of surveys pertaining to the area of E-G/G-E translation, please contact a list moderator)

4. Chain letters

Kindest regards,

Rainer Klett

Listmaster