



The Association for Preservation Technology International  
*Association internationale pour la préservation et ses techniques*

## APT Forum Guidelines

In their conduct on the forum, APT members shall uphold professional standards and comply with [APT Code of Ethics](#).

- In your postings: Approach every forum post as if you are going into someone's office to ask a question:
  - Be considerate of people's time. Do not ask questions that could easily be answered by a basic internet search.
  - Prepare your question thoughtfully and anticipate questions by providing sufficient background information.
  - Use brief but descriptive thread topic names
  - Hold to a single topic for each thread
  - Add photos if they will help illustrate the question
  - Sign your post with your name
- Do not cross-post. Choose the forum most suitable in which to post your question.
- Keep responses constructive and on topic. Avoid off-topic comments.
- Do not advertise or post any other form of unauthorized solicitation.
- Do not include links to personal websites or blogs unless directly related to the topic. Links to articles or websites are acceptable when they contribute to the discussion.
- Keep the discussion civil. Comments should be helpful and informative, not negative of anyone's questions or ideas. Harassment of any type will not be tolerated
- Be careful about providing opinions or reviews of products, people or companies.
- Do not promote your work or services you provide.
- Do not plagiarize. Comply with copyright and intellectual property laws. If graphics are used, they should be legible and not infringe on copyrights. Credit authors when excerpting or quoting.
- Do not share sensitive information about projects otherwise objectionable or injurious to third parties.
- APT may recognize valued participants in the Forum in the *Communiqué* or at the annual conference.
- We reserve the right to delete or alter any post if they *break* any of the above rules. Flagrant or repeated violations of forum rules may result in warnings, suspensions for a period of time or banishment from the APT forum.
- APT will not be liable or responsible in any way for any content within the Forum, including, but not limited to, any errors or omissions in the content, or for damage of any kind incurred as a result of the use of or reliance on any content.
- We may periodically modify and supplement these Guidelines. All members are responsible for regularly checking the Guidelines for revisions.
- If in doubt about a posting or if you have questions and suggestions for the forum, contact the forum administrator and moderators by sending an email to: [administration@apti.org](mailto:administration@apti.org)