



Canadian Bureau for
International Education
Bureau canadien de
l'éducation internationale

Canadian Learning Abroad Alumni Community (CLAAC)

Code of Conduct

Note: This Code of Conduct applies to all Social Media Sites administered by the Learning Abroad Alumni Working Group (alongside the Canadian Bureau for International Education - CBIE). Social Media is defined as websites and applications that enable users to create and share content or to participate in social networking.

Purpose: Social Media is an important and integral part of how people communicate, connect and network with one another. However, technology has evolved very quickly, and thus there is a degree of ambiguity as to what constitutes ethical behaviour when participating in Social Media in a personal and professional capacity. Accordingly this Code of Conduct shall provide specific guidance on proper and acceptable behaviour when engaging with the Social Media sites operated by CBIE and the Learning Abroad Alumni Working Group.

Social Media Guidelines:

Always reveal your identity when posting or sharing anything on the sites. It is important to be transparent and take responsibility for anything you post.

Always be respectful of other's opinions or posts

- There will be a zero tolerance policy regarding harassment, discrimination, threatening or offensive behaviour, defamation of a person/institution, malicious, obscene or misleading comments.
- Zero tolerance means that when a comment, post or action is, according to this Code of Conduct, characterized as any of the above mentioned definitions, the person shall be blocked from the group and not allowed to return.
- Should the behaviour continue once the person is blocked from the sites, the institution linked to the offender will be asked to take action.

When posting, make sure you either have the permission of the owner or attribute the work to the owner. Never post someone else's work as your own.

If you are found to be posting content not related to Learning Abroad, we reserve the right to delete the post. If this occurs several times, we reserve the right to delete you from the group.

In no situation is it acceptable to post personal information (names, address, phone number, email etc.) of other users.

There shall be no:

- Material that contains vulgar, obscene or indecent language or images.
- Material which defames, abuses or threatens others.
- Statements that are bigoted, hateful or racially offensive.
- Material that advocates illegal activity or discusses illegal activities with the intent to commit them.

- Flaming; there is a difference between voicing a legitimate concern or grievance and badmouthing or other forms of written abuse of someone or some service.

Posts or other material which is deemed inappropriate by the site administrators will be deleted upon discovery.

- Users who violate the Code of Conduct will be deleted from the Group.

Should the behaviour continue once the person is blocked from the sites, the institution linked to the offender will be asked to take action.

Member deletions are at the discretion of the Learning Abroad Working Group

Any person actively using these sites is implicitly agreeing to these rules regardless of whether they have been read or not.

Appendix A

Definitions

Defamation: The action of damaging the good reputation of someone; slander or libel.

Discrimination: The unjust or prejudicial treatment of different categories of people, especially on the grounds of race, age, or sex.

Harassment: Aggressive pressure or intimidation.

Offensive Behaviour: Causing someone to feel resentful or upset.

Threatening: Causing someone to feel vulnerable or at risk.