

When participating in the BSCAA virtual forum, it is important to remember that you are engaging in a public conversation with other individuals who may have different opinions and perspectives than you. Here are some guidelines to assist:

1. **Be respectful and respect diversity:** Show respect to everyone in the virtual forum, regardless of their opinions or backgrounds. It's an ethnically rich and diverse, multi-cultural work in which we live.
2. **Use appropriate language:** Use language that is suitable for a professional or academic setting. Avoid using slang or informal language. Use no language that is—or that could be construed to be—offensive toward others.
3. **Participate:** This is a shared learning environment. For the maximum benefit of all, everyone should contribute.
4. **Stay on topic:** Ensure that your contributions to the conversation are relevant and related to the topic at hand. Be clear, direct and stay on point.
5. **Avoid interruptions:** Allow other participants to finish speaking before you respond. Avoid interrupting or talking over others.
6. **Help others:** You may have more experience with online discussions than others, give them a hand and be patient.
7. **Be willing to listen:** Keep an open mind when reading other users' posts and be willing to consider their perspectives, even if you do not agree with them.
8. **Engage in constructive criticism:** If you disagree with someone, express your opinion in a respectful and constructive manner. Avoid personal attacks or insults.
9. **Be mindful of others' privacy:** Do not share personal information about others without their permission.

By following these guidelines, you can contribute to creating a positive and productive virtual forum environment where everyone can feel comfortable expressing their opinions and engaging in lively discussions.