## **INSPRA Social Media Guidelines**

The Illinois Chapter of the National School Public Relations Association (INSPRA) is a proud user of social media and welcomes comments and questions sent through social media outlets that are officially sanctioned by the organization, including Facebook, Twitter and LinkedIn.

Comments and postings contributed by visitors on these pages are the opinion of the specific author and do not represent the organization. INSPRA is not responsible or liable for the content on any such social media pages.

INSPRA abides by the Terms of Use and Codes of Conduct of all utilized social media outlets, and INSPRA asks its social media fans and followers to do the same. In particular, please <u>do</u> <u>not</u> post unauthorized commercial solicitations (such as SPAM); bully, intimidate, or harass any user; post content that is hateful, threatening, pornographic, or that contains nudity or graphic or gratuitous violence; or do anything unlawful, misleading, malicious, or discriminatory on INSPRA's social media pages.

INSPRA reserves the right, but is not obligated, to block followers/fans or remove their comments on our social media pages that contain commercial solicitations, are factually erroneous or libelous, are clearly off-topic, or that otherwise violate said policies. Personal insults against any individual are strictly prohibited. We strongly encourage all comments to be phrased respectfully, factually and constructively. Users are encouraged to report any violations to the INSPRA organization.

Members of the INSPRA Board and INSPRA staff will make every effort to respond to questions on our social media pages within two business days. However, because our resources are limited and the question may require research, more time may be needed. Your patience is appreciated. Time-sensitive or private questions about the INSPRA organization can be directed to 815.464.3275 or send an e-mail to inspra.socialmedia@gmail.com.