

NETIQUETTE FOR THE USE OF THE TWinspace



Dear partners, our project reunited the energies of many participants and our team is growing. For this reason, it is necessary that we all follow some simple rules to exploit the system at its best.

- **MOST IMPORTANT: stick to the theme of the different steps!** (if you are late with the deadline, or if you joined later, you can still work on it, but no off topic).
- **USE THE DEDICATED PAGES for the different activities:** main pages are only for the common activities. However, since the TwinSpace is also a meeting place and an occasion of exchange among teachers and pupils, if you work on “extra” activities use the dedicated pages: MORE ABOUT THE PARTNER SCHOOLS and OUR READING EXPERIENCES.
- **DO NOT OPEN NEW PAGES:** if you want to have a “personal” page, create a subpage (or more than one) under MORE ABOUT THE PARTNER SCHOOLS.
- **PUT ALL PRODUCTS (video, ppt, drive, ebooks, etc.) IN THE PAGES.**
- **COLLECT MULTIPLE IMAGES IN ONLY ONE FILE** (pdf, pic collage, ppt etc.): this is important because we have many materials (bravo! We work a lot) and too many big pictures make the pages difficult to read and to manage. The pages can clash.

- **REMEMBER THE PRIVACY RULES:** publish your students' images only if you are sure you have the right to do so according to your school's and country's laws.