

eTwinning Netiquette

Central Support Service



Education and Culture
Lifelong Learning Programme
COMENIUS



Partner Finding Forums

- ★ Choose the right forum (eTwinning/Comenius Partnership).
- ★ Choose the right age group.
- ★ One message is sufficient! More messages can be considered SPAM.
- ★ Before posting a new message, check if other interesting messages are present and reply to them.
- ★ Do not post the same message in more than one forum.

Teachers Rooms

- ★ They are to discuss general issues.
- ★ They are not for partner finding!
- ★ Before creating a Room, check if it a similar one already exists. If it does, join this Room.
- ★ Before posting a message, be sure it is relevant for the discussion.

Profiles

- ★ When posting a comment on somebody else's profile, make sure it is relevant for the user.
- ★ Check if the user is available for a project or a Comenius Partnership. If the user is not available, and you are looking for a partner, it is not relevant to invite him/her to a project.
- ★ Do not write the same comment to more users! Comments must be for individuals and related to the user's profile.

Internal mailbox

- ★ Before sending a message to a user:
 - check if the user is available for projects or Comenius Partnerships;
 - check his/her profile - send only messages which are relevant.
- ★ Do not send the exact same message to more users!

Personal Details

- ★ In forums (Partner Finding and Teachers Rooms) and in comments in Journals, do not include personal details (e.g., email address, phone number, etc.).
- ★ If you want to exchange personal details, do it via the mailbox but only after you have agreed with the recipient.

Pictures

- ★ Upload pictures only if you are sure you have the right to do so.
- ★ Avoid pictures of pupils in Profiles, TwinSpaces, etc.
- ★ In any case, pupils should not be recognisable.

Commercial / Adverts

- ★ No messages (Profiles, Forums, Mailbox) with adverts of events, competitions, fairs, etc., should be posted, unless relevant for the context.



Project Diary

- ★ It is the blog of your Project.
- ★ It allows to tell the world (or only your NSS) what you are doing in the project.
- ★ Do not upload pictures of pupils! You can use the TwinSpace (which is restricted) for this.