



Consortium on the Epidemic of Nephropathy in Central America and Mexico
Consortio de la Epidemia de la Nefropatía Mesoamericana en Centroamérica y México

www.regionalnephropathy.org
www.saltra.una.ac.cr

Listserv Code of Conduct

Thank you for being part of CENCAM!

One of the benefits of CENCAM membership is participation in a listserv. As part of our mission to contribute to knowledge generation and to promote and facilitate activities and policies to reduce CKDu occurrence, we offer this space to allow members from across the world to be in direct contact with each other. We hope you will be an active participant in this space for scientific discussion and sharing!

To ensure the best possible experience for all members, **we have established some basic guidelines for participation.** By using the CENCAM listserv, you agree that you have read and will follow these guidelines. You also agree to reserve discussions and shared files and content to that best suited to the listserv. The listserv is a mechanism to solicit the advice of your peers, benefit from their experience, share research questions and disseminate results. Questions should be directed the CENCAM Secretary and manager of the listserv (Jennifer Crowe: email Jennifer.crowe@una.cr).

First time users and general logistics

- You can send your email to the entire listserv by sending an email to cencam@googlegroups.com
- You may **change your settings** (example: choose to receive emails in a “digest” instead of individually or change your email address) or review messages sent to the listserv by signing into www.googlegroups.com
- Any personal information you provide to us including name, address, telephone number and e-mail address will not be released, sold, or rented to any entities or individuals.
- If you need help, **we are happy to help!** Just send an individual email to the listserv manager at Jennifer.crowe@una.cr.

Guidelines

Communicating online is more difficult than communicating face-to-face. In addition, we are an international group coming from different backgrounds, so it is important to take extra care when communicating with each other using this media. Here, we include guidelines that all CENCAM members should adhere to when participating.

- Discussions and comments are meant to stimulate conversation, not to create contention. Let others have their say, just as you may. In the case that you disagree with someone, you may say so, but should refrain from attacking the person.
- All messages must add to the body of knowledge and be directly related to chronic kidney disease.
- All defamatory, abusive, profane, threatening, offensive, or illegal materials are strictly prohibited.



Consortium on the Epidemic of Nephropathy in Central America and Mexico
Consortio de la Epidemia de la Nefropatía Mesoamericana en Centroamérica y México

www.regionalnephropathy.org

www.saltra.una.ac.cr

- In order to post articles or other materials that involve copyright, you must have the right to disseminate the material or have received permission from the copyright owner to do so.
- Remember that other participants have the right to reproduce postings to this listserv unless you specify otherwise.
- Postings are welcome in English or Spanish, but official CENCAM communications will be made in English.

Listserv Etiquette

- **Include a signature tag** on all messages. Include your name, affiliation and location.
- **State concisely and clearly the topic of your comments in the subject line.** This allows members to respond appropriately to your posting and makes it easier for members to search by subject.
- **Include only the relevant portions of the original message** in your reply. Delete any header information, and put your response before the original posting.
- When **responding** to an email sent to the listserv, you may choose to respond to the sender only using **“reply”** or **“reply all”** to send your reply to the entire listserv. **“Reply all”** should be used **only when adding to the group discussion** whereas you should reply directly to the sender to confirm receipt of the email, say “thank you” or ask a follow up question that will not be of interest to the entire group.

Code of Conduct

In order to preserve a climate that encourages both civil and fruitful dialogue, the CENCAM Board monitors the listserv. *In the event that any inappropriate posting is brought to its attention, the CENCAM Board reserves the right take all appropriate action, including, without limitation, removal of the offending post, and temporary or permanent prohibitions from posting.*

By posting material, the posting party warrants that he or she owns the copyright to such material or has received permission from the copyright owner. Posting defamatory, abusive, profane, threatening, offensive, or illegal materials is prohibited, and such material may be removed at the sole discretion of the CENCAM Board

As a reminder

This listserv is provided as a service for the members of CENCAM. The views, opinions and positions expressed by commenters on this site are theirs alone, and do not necessarily reflect the views, opinions or positions of the CENCAM Board, its membership or any other organizations with which an individual is affiliated. CENCAM makes no representations as to the accuracy, completeness, timeliness, suitability or validity of any information presented by individuals. In no event shall CENCAM be liable for any damages whatsoever arising out of or in connection with the use or performance of any information posted on this site.

While we do our best to protect your personal information, we cannot guarantee the security of any information that you transmit through the listserv. In general, a good rule of thumb is to not post anything that you would not want the world to see or that you would not want the world to know came from you.