



## Ethical Humanist Society of Long Island – Editorial Policies

*Effective May 2013*

### **Newsletter and Website**

The Ethical Humanist Society of Long Island's two primary external communication vehicles are our monthly newsletter and our website. Information provided in these media are available to the public. It is important that editorial guidelines be followed when submitting content for possible publication or posting.

EHSLI welcomes submissions from its members. If you have an idea that you think should be included send it to:

Newsletter Editor -- Sylvia Silberger, [matsbs@yahoo.com](mailto:matsbs@yahoo.com)

Webmaster/Editor – Liz Seegert, [webmaster@ehsli.org](mailto:webmaster@ehsli.org)

### **Guest Posts/Article guidelines**

1. We run regular features and photos online and in print from our Humanist Religion Director, Kids In Deed Education Director, and YES group advisor. These articles highlight our social action and educational activities. They are written to update current members *and* to encourage visitors/potential members to become involved, ask questions and visit the Society.
2. The newsletter and websites are **not** forums for airing of internal issues or debates. These are our primary PR and marketing tools and should present EHSLI in the best possible light.



3. Members are welcome to submit ideas or brief articles of 500 words or less to the editors for consideration. *Submission does not guarantee publication.*

4. The newsletter and website editors will use their editorial discretion regarding member-submitted materials for publication.

a. Articles, news items, or blog comments may be subject to editing or returned for revision.

b. Editors may also choose NOT to publish any article they believe is incompatible with the general mission of the newsletter or website.

c. Should additional input regarding a submission become necessary, the Marketing/PR committee will be the arbitrator. An individual may appeal to the Board as a “last resort” if s/he is not satisfied with the committee’s decision.

### **COMMENT GUIDELINES**

To ensure that comments enhance our blog *Calvin’s Corner*, all on-site comments, link backs, and remote comments are moderated. The web editor strives to review and approve comments as quickly as possible.

Please make your comments brief, respectful, relevant to the blog topic and to Ethical Humanism. Ideally, comments should be under 150 well-chosen words. Flaming or disrespectful posts are not tolerated.

**Remember: A comment is conversation.** A comment that does not add to the conversation, runs off on an inappropriate tangent, or kills the conversation may be edited, moved or deleted.

**Editors MAY:**

- Reject postings or articles containing statements that appear to be defamatory or libelous in nature.
- Reject postings not pertinent to ethical humanist topics or social action (i.e. jokes, job ads, etc.)
- Reject redundant postings

**IDENTIFICATION**

Please identify yourself when commenting. If we have reason to believe an identity is false we reserve the right to remove the comment.

**ALL RIGHTS RESERVED**

The blog owner, administrator, contributor, editor and/or author reserve the right to edit, delete, move, or mark as spam any and all comments. They also have the right to block access to any individual or group from commenting.

**HOLD HARMLESS**

All comments within the EHSLI blog and article submissions to the Society newsletter are the responsibility of the commenter, not the blog owner, administrator, contributor, editor or author. By submitting a comment on our blog, you agree that the comment content is your own, and to hold EHSLI, its website, and all subsidiaries/affiliated organizations and representatives harmless from any and all repercussions, damages or liability.