

# Guidelines for MWA Email Reflector Usage

For questions or assistance contact the list moderators at [mwa-owner@w0aa.org](mailto:mwa-owner@w0aa.org) .

To keep the MWA Email Reflector the friendly, informative and useful venue amongst MWA members below are some guidelines to follow.

Keep in mind the MWA Reflector is a closed email reflector for present and past MWA members. Individuals not meeting MWA membership requirements may be allowed onto MWA's email reflector when there is determined to be a beneficial relationship for MWA and the individual. Example are a few individuals that are heavily involved in MNQP but live far from MWA's membership area.

MWA's membership area includes: Minnesota, Wisconsin, Iowa, South Dakota, North Dakota, Manitoba, and Western Ontario.

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## **Topics - General**

While MWA's focus is Radiosporting and Contesting, generally any topic related to ham radio is welcomed. We encourage posting of contest scores and results.

Discussion of topics where opposite views exist is welcomed as long as the discussion stays friendly and informative. Personal attacks or disparaging remarks are not acceptable and will result in further postings blocked or moderated on the reflector.

## **Junk & spam messages**

Junk & spam messages will not be tolerated. The from email address will immediately be put into moderation with every message from that address needing review and approval before sent onto the reflector.

## **Spotting**

Spotting of MWA/TCDXA members on DXpediation via the reflector is acceptable outside of contest periods. While posting spots of DXpeditions to rare locations is acceptable it is better if these were posted via normal spotting networks. Anything not meeting the previous requirement should not be spotted on the reflector.

Any spotting on the MWA reflector during a contest period is not acceptable. You should use standard spotting networks for this.

## **For Sale**

Posting of for sale items or wanted to buy requests by MWA members is acceptable. Members assisting in selling equipment of SK ham will be allowed to post these items for sale on the reflector. An occasional for sale post for a friend of an MWA member will be accepted.

## **Test Messages**

You should never send a message to test whether you can send or receive a message from the reflector. If you are having a problem contact one of the moderators at [mwa-owner@w0aa.org](mailto:mwa-owner@w0aa.org) .

The email reflector has periods of high activity and periods of no activity, sometimes extending for several days. No activity does not mean the reflector is not working. Patience and the messages will return. Do not send a test message just to verify the reflector still works.

## **Received Message Quantity**

During the contest season the quantity of messages can at times seem overwhelming. Individual users have some control over how they receive messages and therefore the

quantity of messages they receive in their in-box. There are three options: receive individual messages; receive message digests; view messages in the archives. Each user has the ability to select their preferred method of receiving messages through their reflector account settings. Contact a list moderator at [mwa-owner@w0aa.org](mailto:mwa-owner@w0aa.org) if you need assistance in setting these.

A message digest is a message containing several individual messages in one message. Using message digest will reduce the number of received messages by roughly 90%. One down side of digest messages is the delay. You could see messages sometimes a day or more after the message was posted.

Those using digest messages when replying are strongly encourage to edit message to forward only the message you are replying to and not the complete message digest. You should also edit the message subject line to clearly indicate the topic of the message.

## **Message Attachments**

Attachments to messages are not allowed. Any message with an attachment will be blocked and returned asking that the attachment be removed. Something as simple small picture or symbol used in your signature line can trigger this rejection. Using message stationary can also trigger rejection.

## **Message Size**

Message sizes are limited to 100 kb. This typically is adequate except with doing nested replies (reply to a reply to a reply) or replying to an unedited digest message.

## **Message Replies**

To reply directly to a message sender use forward instead of reply. Using reply will send the message to the reflector for everyone to see.

Before replying to a message take time to consider whether your reply should go to everyone on the reflector or just to the sender. If just to the sender remember to use forward instead of reply.

## **Message Addresses**

Messages sent to the MWA reflector can have no more than five addresses. Messages to the list must also be in the TO: or CC: address fields and not the BCC: address field. Messages not meeting these requirements will be blocked.

This is done to limit the potential of receiving junk mail and spam messages.