We are attempting to prevent cross-postings and posting to conferences that do not fit the intended audience of the message by stating Posting Guidelines. For the purpose of these guidelines, cross-posting is defined as posting a message to multiple conferences in which the audiences overlap.

Guidelines for Conference Postings

- Post **only to Goizueta News** if the message is intended for all Goizueta Faculty, Staff, and Students. There is no need to post to other conferences because all Faculty, Staff, and Students have access to this one. For example, if your message is regarding a student or employee event, do not post it here. Alternatively, post to Faculty, Staff, PhD News, MBA News, & BBA News instead of Goizueta News to reach this set of users. However, non-GBS students won't get it using the alternative.

- Post **only to the Staff and/or Faculty conferences** if the message is intended for Staff and/or Faculty only and not students.

- Post **only to BBA News, MBA News, or PhD News** if the message is intended for those general Goizueta students only and not Faculty and Staff. Alternatively, post to the individual class conferences instead of these News conferences to reach this set of users. Again, non-GBS students won't get it.

- Post **only to the appropriate class conference** (e.g. BBA10, MBA11, One Year MBA10, EvMBA12, WEMBA10, MEMBA10, etc.) if the message is intended for that specific class of students only.

For example, do not post a non-urgent message intended for all users to say, BBA11, BBA News, and Goizueta News. In that case, a BBA11 student will get that message three (3) times and all other BBA students will get it twice. Please send messages only to the specific audiences you need to reach as described above. And of course, you can only post to conferences in which you have permission to do so.
We reserve the right to remove non-urgent cross-postings without notice as we find them.

Please note that each conference referenced in the guidelines below has a specific audience as follows:

- **Goizueta News** - postings here are for general messages intended for all Goizueta Faculty, Staff, and Students. Non-GBS students enrolled in courses here also have access to this conference.
- **Faculty** - postings here are for general messages intended for all Goizueta Faculty only.
- **Staff** - postings here are for general messages intended for all Goizueta Staff only.
- **PhD News** - postings here are for general messages intended for all PhD Students only (they are not broken up into classes).
- **MBA News** - postings here are for general messages intended for all MBA Students only.
- **BBA News** - postings here are for general messages intended for all BBA Students only.
- Class conferences (e.g. BBA10, MBA11, One Year MBA10, EvMBA12, WEMBA10, MEMBA10) - postings here are for general messages intended for that particular class of students only.