

- You may not disclose any sensitive, proprietary, confidential, or financial information about Company name. This includes revenues, profits, forecasts, and other financial information, any information related to specific authors, brands, products, product lines, customers, operating units and other like information. Disclosing information about any specific client requires permission from the client.
- You may not post any material that is copyrighted unless (a) you are the copyright owner, (b) you have written permission of the copyright owner to post the copyrighted material on your blog, or (c) you have confirmed the use of any copyrighted material is permitted by the legal doctrine of “fair use.” (Please note: this is your responsibility.)
- You may not post any material that is obscene, defamatory, profane, libelous, threatening, harassing, abusive, hateful, embarrassing to another person or entity, or violates the privacy rights of another. Also, do not post material that contains viruses, Trojan horses, worms, or any other computer code that is intended to damage, interfere with, or surreptitiously intercept or expropriate any system, data, or information.

Blog removal process

- Blogs will be monitored by the Marketing Department for activity. If a blog is without any activity or fresh content for a period of 4 weeks it will be reported to the practice group leader for action.
- If a blog is to be terminated either the Marketing or IT Department will have the link removed from the Company name web site and the content removed from the blog site and stored on Company name’s back-up medium.
- The commitment of time is a critical factor to Blog development as is posting meaningful content on a consistent basis. Without meaningful and fresh content to draw readers you will not be realizing the primary purpose of a Blog.