## Welcome to the Roadtrek CyberRally

The Roadtrek CyberRally is a group email service provided for its members by the Roadtrek International Chapter of the Family Motor Coach Association (FMCA). The CyberRally is open to all Roadtrek International members.

The CyberRally functions very simply. E-mail sent to the service by individual members is usually posted within minutes [NOTE: TEXT TYPE FILES (txt,pdf,docx) and IMAGES/PHOTOS MAY BE ATTACHED].

CyberRally members may choose to receive 1 of 6 message options (*see the <u>subscription section when logged into rti.groups.io</u>). By default, members will receive Individual e-mail messages when posted or a Digest (Plain or Rich Formatting). A Daily Summary is another option.* 

The receipt of Email Messages may be limited or stopped by you at any time. Just choose **Special Notices Only** or **No Email**. All choices can be accessed in the <u>Subscription</u> section in your RTI.Group.io page or email the <u>Moderators</u> for help.

Directions on how to use the message service are emailed to new members as soon as the member's name and pertinent information have been added to the CyberRally database.

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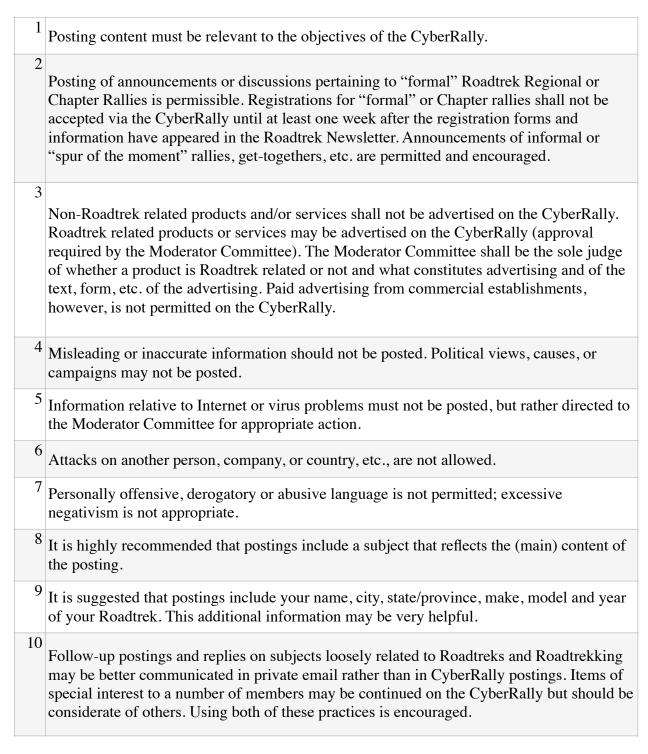
## I. CyberRally Objectives

The objectives of the Roadtrek CyberRally are to give members a forum to:

- Discuss Roadtreks and Roadtrekking. This includes such items as (but not limited to): driving, parking, navigation, cooking, camping, and tools for communication; storage, entertainment modes, improvements in sleeping; travel routings, destinations and places to stay; Roadtrek modifications, accessories, and problems, etc.
- 2 Share Roadtrek lifestyles, including activities that enhance the enjoyable use of our motorhomes.
- Make new Roadtrek friends.
- 4 Promote Roadtrek Rallies.
- <sup>5</sup> Promote the Roadtrek International Chapter, its services and activities.

## II. CyberRally Etiquette

In order for the service to accommodate these objectives, those who send emails (posters) must adhere to the following:



### III. CyberRally Management

The Roadtrek CyberRally is managed by Chapter volunteers and consists of a System Administrator and a Roadtrek CyberRally Moderator Committee appointed by the Chapter President. Volunteer candidates must be CyberRally users. Those appointed will be announced in a CyberRally posting, in the Roadtrek Newsletter and listed in the Roadtrek Directory. The Chapter Secretary also provides support to the Committee.

#### General duties are as follows:

#### A. System Administrator

The System Administrator provides the following support:

- 1 Interfaces with the Internet Service Provider to maintain the email and Web server.
- 2 Provides additional services as may be needed by the Moderator Committee and others as requested.
- <sup>3</sup> Provides technical expertise and advice to the Moderator Committee

#### **B. Roadtrek CyberRally Moderator Committee**

The Moderator Committee provides the following services and support:

- 1 Monitors posts, as much as possible, for conformance with the Operating Procedures.
- 2 Responds to inquiries from members.
- 3 Enrolls new members in the CyberRally and makes any necessary changes in the CyberRally database.
- <sup>4</sup> Writes and posts Roadtrek CyberRally communications to the CyberRally membership.
- 5 Recommends changes and/or amendments to the Operating Procedures.
- 6 Recommends changes or enhancements to the service.

The CyberRally Moderator Committee may take the following action, as deemed appropriate, if a member fails to comply with the Operating Procedures.

- 1 Send a private email warning to the offending member.
- <sup>2</sup> Send a posted reminder to all CyberRally members.
- <sup>3</sup> Send a posted warning to an individual member.
- 4 Suspend or ban from the CyberRally any member who shows an unwillingness to comply with the Operating Procedures. Any member suspended or banned may appeal that action to the Chapter Executive Board.

Committee actions, for other than obvious flagrant violations of these Operating Procedures, will be discussed and approved by agreement of the Moderator Committee before any action is taken. Committee actions are subject to review and possible changes by the Chapter Executive Board.

#### C. Chapter Secretary

The Chapter Secretary provides the following support:

- Maintains the Chapter membership list and confirms membership for the Moderator Committee which is used to enroll new CyberRally members.
- Has the capability to add new members to the CyberRally list, if needed.

# IV. Amendment of the Roadtrek CyberRally Operating Procedures

The Moderator Committee Chairperson will forward all suggested amendments of the CyberRally Guidelines/Operating Procedures, along with recommendations agreed to by the Moderator Committee members, to the Chapter President for consideration by the Chapter Executive Board.

Revised 8/30/2020