

## Helpful tips for being a moderator

Thank you for your willingness to moderate one of our interesting Nudist Community Online chat rooms. Please be assured that a moderator does NOT have to be an expert on that topic! But if you don't know the topic, being prepared with some basic thoughts is all the more important.

We cannot open any room if it is not moderated without risking that participants that meet in it will have an unsatisfactory experience.

## Rules for Participants

***Welcome to the Nudist Community Online. If you are already an AANR Member, thank you. If not, we encourage you to join nudists across the US and Canada who support AANR's goals to protect nudists' rights, promote nude recreation, provide support services and preserve AANR's continuity. If you want more information, we will be delighted to answer your questions.***

***These gatherings are clothing optional. However, the focus is primarily about having discussions, not about being seen, or looking at others, so please point your cameras at your beautiful faces. Please sit so that your face and upper torso fills most of your screen, just like you would for any other Zoom meeting. When you are participating in any online meeting, the other participants have less opportunity to choose where they look, so it is up to you to help them see your face. Remember, when you are visiting a club, you look other members in the eye. If you point your cameras at your private parts and that is what is most readily visible, we will shut your camera off. This is not a venue for exhibitionism, or voyeurism. If it was an accident, please talk to a moderator and all may be well. If not, stop it. It is not respectful.***

***We expect everyone to behave in a respectful manner. If you feel uncomfortable, it is likely that someone else is also feeling the same. So please talk to a moderator right away. We can't resolve the issue after the meeting is over.***

***We believe nudist gatherings are wonderful places to raise children. Unfortunately, neither Zoom nor many of the legal entities across the country agree at this time. We don't want to be shut down. So, please keep your minor children (under 18) from joining our online gatherings.***

***Some of our breakout rooms are restricted to provide safe spaces for these groups to have candid discussions. For example, on the first Thursday of the month, the WINR room is for women only. Whether you think you are non-threatening or that women shouldn't feel threatened is irrelevant. For those who are genuinely interested in women's issues or feel they have something to contribute, the second Thursday is open to all.***

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## Guidelines

Here are some practical guidelines to make your session successful:

1. Add Moderator after your name and add a frame to your image, if possible, to indicate that you're a moderator.
2. Start the discussion with an overview of the topic and what you want the discussion flow to look like (see below).
3. Consider having a few sub-topics in mind just to spark discussion but be comfortable letting attendees guide the discussion to different sub-topics.
4. Periodically review what the current discussion is about, especially as new people join in.
5. Keep the discussion within the boundaries of the general topic by gently guiding it back there when appropriate.
6. Work to avoid letting anyone dominate the discussion, INCLUDING THE MODERATOR!
7. Have a plan in mind for gently limiting anyone from talking too long at a time. It may be helpful to mention that you will be doing this before starting discussions.
8. Let people know at the outset that you plan to call on people who haven't spoken. This will assure them that they are valued and give them the opportunity to speak even if they haven't raised their hand. Make sure they know that they're not obligated to respond. You may also want to mention at the start of the session that you will do this even if others who have already spoken more than once currently have their hand raised.
9. Have a plan/strategy in place to deal with rule-breakers. This will be different for co-hosts than those without that authority. And we really need to agree on what authority the co-hosts have and don't have!! Those without that authority can't even turn off somebody's camera or mute them.
10. Should an incident occur where a host, co-host, or moderator needs to remove someone from either a breakout room or the whole meeting, or has to ask them to leave either, be sure to note the identity of the individual being removed and the reason. Detail this occurrence AFTER the meeting (not during) and send the information to the hosts and moderator group for discussion and evaluation. It is so important for us to create a safe space!
11. Make sure that everyone knows well in advance when the soft stop will occur and stay on until everybody has left, just to make sure they know how to either return to the main room or sign out..
12. Have a graceful exit strategy if the session begins to lag and the group generally agrees that the topic has been fully discussed.

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13. When new people enter the room, take care that they are given an opportunity to speak. If the room is not heavily populated, ask for them to introduce themselves.

### Co-Host Privileges

As a moderator, you will have co-host privileges. If you are not granted co-host privileges at the start of the meeting, please let the host know. It is a challenge to find all of the moderators among the 100 people. Please be careful to not shut down all of the rooms. Some helpful Zoom tutorials will be at the end of this document. If you want a hands on tutorial, let Karen or Walt know and they will help you. If a participant is not willing to share the air space, after you have asked them to, you can and should mute them. If a participant is exhibiting themselves, you can and should turn off their video. If a participant is disrupting the meeting and is unwilling to change their behavior, you can and should remove them from the meeting. After all, it is only removal from this one Meet and Greet. Some of the ways that people can disrupt a meeting are:

- Direct attacks on another person.
- Demeaning speech toward another person
- Slurs against groups
- Hate speech.
- Blatant sex speech
- Attacking political language.
- Excessive foul language
- Political or religious comments outside of rooms dedicated to that.

The behavior can be so bad that you might need to remove the person immediately. It is your decision. We will back up your decision. Remember that when a person attacks another person, the person that is attacked is given a bad message if their attacker is allowed to remain.

One process that will give a way for the individual to know what is happening is:

Process for removing an abusive person.

1. Mute
2. Send a private chat to the individual "You have violated Community Standards and are disrupting the community. - You will be removed."  
Contact [info@nudistcommunityonline.com](mailto:info@nudistcommunityonline.com) to setup a time for further discussions.
3. Wait 30 seconds to allow the individual to read the chat.
4. Remove the individual.
5. Announce to the rest of the room what has happened. The room needs to know that bad behavior is not tolerated.
6. Make a note of who has been removed. (Screen name, description)
7. Document what happened and share with the other moderators to help with future encounters.

### Tutorials

How to use breakout rooms:

[https://www.youtube.com/watch?v=9Q\\_\\_4O44yj0](https://www.youtube.com/watch?v=9Q__4O44yj0)

How to use Zoom:

Don't send this to all users. We do not want them to think that they can record!!!! Although it is set so that they can't. But we don't want anyone to worry about it.

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<https://www.youtube.com/watch?v=02UmBR4UK58>