



Banking CPAs (ListServe) Guidelines

As a member of Banking CPAs, you have been automatically subscribed to the Listserve. This tool is an easy and effective way to talk to your peers, get answers to technical questions and inquiries, and serve as a great way to network online. All you need to participate is an e-mail address.

Here are some tips and guidelines to get the most out of Banking CPAs ListServe.

Original Post

When you have a question, simply put your question in writing, address the e-mail to CBAN@TheRainmakerAlliances.com, and hit send. Be sure that your subject line includes a good, concise, explanatory title. If you must post a long message, warn the others with a statement in the body of the message at the top: Example: WARNING: LONG MESSAGE or LONG POST

DO NOT send administrative messages, such as "remove me from the list," through the Online Community. Please send these types of messages directly to Kim Lockard at Kim@therainmakercompanies.com. Be sure to include your name, firm name, address, phone number, and e-mail address.

Replies & "Me Too's"

If you receive a posting and you are able to provide informative feedback and/or answers, simply hit "Reply" with your response. However, try to avoid re-sending the entire message you are replying to. Cut and paste the relevant parts when replying, and please do not re-send a digest back to Banking CPAs. **Remember: when you click on "reply" to a posting, your response is posted to the entire Banking CPAs group.**

If your reply is simply a request to receive a copy of what someone has offered to share, to thank someone for the information, or simply to agree with someone (such as: "Me, too"), please do not reply to the entire group. Instead, forward your response to the person who posted the message by clicking on your "Forward to" button, and typing in or cutting and pasting in the e-mail address of the individual to whom you are responding.

Autosignature

Always remember to include a full "autosignature" block at the bottom of the messages you post, so that other subscribers will know who you are and how to reach you directly. Although some e-mail addresses are easy to figure out, please save everyone time by always using a signature line that includes your firm's name and geographic location.

Multiple Email Addresses

If you prefer the flexibility of receiving and sending Banking CPAs messages via more than one e-mail account, please individually subscribe to the listserve with each separate e-mail address. If you send a message from an e-mail address that is not included on the Banking CPAs' subscriber list, it will "bounce" and not be accepted. If you elect to subscribe using multiple e-mail addresses, please remember that you will receive multiple messages.

Autoreply Messages

The system prevents looping caused by autoreply messages (e.g., "out of the office"), so this is not an issue.

Opinions are welcome, BUT...

If you have an opinion on a product, person, or company that you think others might be interested in, please feel free to submit your honest appraisal to the Banking CPAs group in the spirit of useful information exchanged among members. However, if it's an opinion, then state that this is just your opinion and not a fact. And, please help us preserve the members-only (non-vendor) tone of Banking CPAs by avoiding "sales pitches".

Few Restrictions

- Do not use the Banking CPAs Listserve to recruit employees for your firm or a client's business.
- Do not send potentially libelous messages. Offer to speak directly with other members, as necessary.
- Copyrighted Material: Be aware of copyrighted material. You may not distribute or request copyrighted material through Banking CPAs' ListServe (CBAN@TheRainmakerAlliances.com). For more information please visit the U.S. Copyright Office's Web site.