

A major function of the ETAS website ("the website") is to publicise events and other items of interest to ETAS members. In this, however, the website is not in competition with the Journal, which takes paid advertising to cover some of the costs of production. These guidelines are designed to regulate what items can be publicised on the website so as to harmonise the joint efforts with the Journal.

The Web Chair and/or the President of ETAS decide whether the necessary criteria have been met.

Anything publicised on the website may also be publicised in the ETAS E-News and *vice versa*.

ETAS organisational units

Any organisational unit of ETAS (e.g. Regions, SIGs, Administration) may publicise events and any other information on the website.

ETAS organisational units may join with outside bodies such as publishers to put on events and other attractions. Such joint ventures have the same status as ETAS events and may also be publicised on the website. The information has to come to the responsible ETAS Committee member from a recognised ETAS National Council member.

ETAS Associate and Institutional members

Associate and Institutional members of ETAS may publicise specific events (including courses) for ETAS members on the website, provided such events do not take place within 2 weeks either side of an ETAS national event. Only one event may be publicised at a time, with a maximum of 12 events in any 12-month period. General advertisements that merely promote the company or institution, on the other hand, cannot be publicised on the website.

External organisations

Organisations external to ETAS may also publicise items on the website, but under the following conditions.

- **Links**

One page on the website provides a list of links which are considered to be of interest to ETAS members. The links page only contains links to English-language web pages, perhaps with a brief description of what the target of the link contains. The Links Coordinator (Inks@e-tas.ch) determines whether a link can and should be placed on the links page.

- **Other English Teachers Organisations**

English Teachers Organisations affiliated to IATEFL and IATEFL itself may publicise items on the website, provided such items do not take place within 2 weeks either side of an ETAS national event.

- **Other Organisations**

If organisations other than those defined above wish to publicise items on the website, the Web Chair and the President will decide together on a case-by-case basis whether that organisation's activity can be listed free of charge on the ETAS website.