



## **smOdyssey, Inc. Internet/Web Site Operations**

The Internet is an integral part of communicating smOdyssey's mission, events, and classes to the BDSM community. There are four parts to this are:

1. Domain Names
2. Email
3. External Website
4. Internal Website

### **Domain Names**

smOdyssey currently owns two domain names:

- 1 smOdyssey.com
- 2 folsomfringe.com

All domain names must be approved by the board and registered by the board.

### **Email**

smOdyssey has two types of email addresses. These addresses are:

[member@smodyssey.com](mailto:member@smodyssey.com)  
[member@member.smodyssey.com](mailto:member@member.smodyssey.com)

**member@smodyssey.com**

All smOdyssey.com email addresses are official forms of communication. All officers may own this type of address to perform smOdyssey business. In addition to this, all special interest groups, committees, and events may utilize this type of address for official communications. smOdyssey reserves the right to view any emails sent from or to this address.

**member@member.smodyssey.com**

Any smOdyssey member in good standing is allowed to apply for this type of email address. This address can be used for any type of communication that the member feels appropriate or necessary and does not have to be used for smOdyssey business. smOdyssey reserves the right to disable this address if it is used inappropriately or against an smOdyssey policy or procedure.

## **External Website**

smOdyssey's external website is used for the following purposes:

1. To inform the general public of smOdyssey's mission and purpose
2. To inform the general public of smOdyssey's events, classes and activities
3. To inform the general public of alternative lifestyle activities smOdyssey finds parallel to its mission and purpose
4. To provide a class and event registration system for smOdyssey events

## **Content Responsibility**

1. smOdyssey officers are responsible for providing updated content to their sections of the site. All content on smOdyssey's website must be approved by the Marketing/Communications officer.

## **Content Change Process**

1. An smOdyssey or board member submits a content change to the marketing communications officer.
2. If the content is approved, the officer or board member submits it to the web coordinator.
3. The web coordinator informs the appropriate officers or board members when the content is posted.

## **Internal Website**

The internal website is used to convey information that is appropriate only for smOdyssey members. This website will be password protected with accounts for all members in good standing. The functions of this site are:

- 1 To convey news and information appropriate to smOdyssey members
- 2 To track education and event statistics and information