

T-H-I-N-K Before You Post or Collaborate Digitally

T - Is it TRUE?

Do you know if your comment is factual? Even so, is it your place to share this information? If not...

- Avoid spreading rumors.
- Avoid involving yourself in other people's business.
- Avoid spreading your private business around when it involves the private business of someone else.

H - Is it HELPFUL?

Will your comment benefit the situation or an individual? If not...

- Avoid complicating the matter with irrelevant or unnecessary comments.

I - Is it INSPIRING?

Will your comment help someone feel better about themselves or the situation? If not...

- Stay silent. Let your words be uplifting and encouraging to others.

N - Is it NECESSARY?

Will your comment add to the conversation or collaboration? If not...

- Avoid wasting time or distracting others.

K - Is it KIND?

Will your comment leave someone feeling hurt, angry, or rejected? If so...

- Think about what compels you to want to say unkind things?