"i want 2 do project. tell me wat 2 do".

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Before you begin

...

~~Sir~~ ~~Madam~~

Address people by their
First Name!

No room for any sentiments/ emotional feelings.

Be thick-skinned.

Use /dev/null.

Earn your Living

Hunger for
Knowledge

so-called "student"

$+$

degree

$!=$

engineer

You **cannot** buy knowledge.

Learn to

READ

READ

READ

Read

Mailing List Guidelines!

Use a meaningful subject line

Person X	Re:
Person Y	[none]
Person Z	(no subject)

Use [OT] for off-topic discussions.

Write in full

"ur lec is very usefull to as,thank u for ur lec by me and my friends,plz provide knowlodge support to as."

- Don't send e-mail as an SMS message.
- Grammar doesn't matter.
- Always do spell check.

Write in full

"ur lec is very usefull to as,thank u for ur lec by me and my friends plz provide knowlodge support to as."

- Don't send e-mail as an SMS message.
- Grammar doesn't matter.
- Always do spell check.

"Your lecture is very useful to us, thank you for your lecture by me and my friends, please provide knowledge support to us."

Why so many dots?

" i am a fresh computer science enggr,i saw ur
website and interest in linux.......
really i am proud of ur dedication....
keep in touch
urs
friendly"

Why so many dots?

"i am a fresh computer science enggr,i saw ur website and interest in linux........
really i am proud of ur dedication....
keep in touch
urs
friendly"

"I am a fresh computer science engineer. I saw your website and interest in Linux. Really I am proud of your dedication.
Keep in touch,
Yours friendly"

CAPS means shouting

WRITING E-MAIL MESSAGES IN ALL CAPS MEANS THAT YOU ARE SHOUTING OR YELLING!

No top posting

Hi,

Sure. Check this example (Observing Time Application Form):
http://irtfweb.ifa.hawaii.edu/observing/applicationForms.php

Bar Foo

--- Foo Bar<foo.bar at gmail.com> wrote:
> could design good
> application forms using tex
> CTAN doesn't seem to give me anything.

Use interleaved, trimmed posting

Hi,

--- Foo Bar<foo.bar at gmail.com> wrote:
> could design good
> application forms using tex

Sure.

> CTAN doesn't seem to give me anything.

Check this example (Observing Time Application Form):
http://irtfweb.ifa.hawaii.edu/observing/applicationForms.php

Bar Foo

No over-quoting

On 28/03/07, foo b <foo b at gmail.com> wrote:
>
> On 3/27/07, bar f <bar f at gmail.com> wrote:
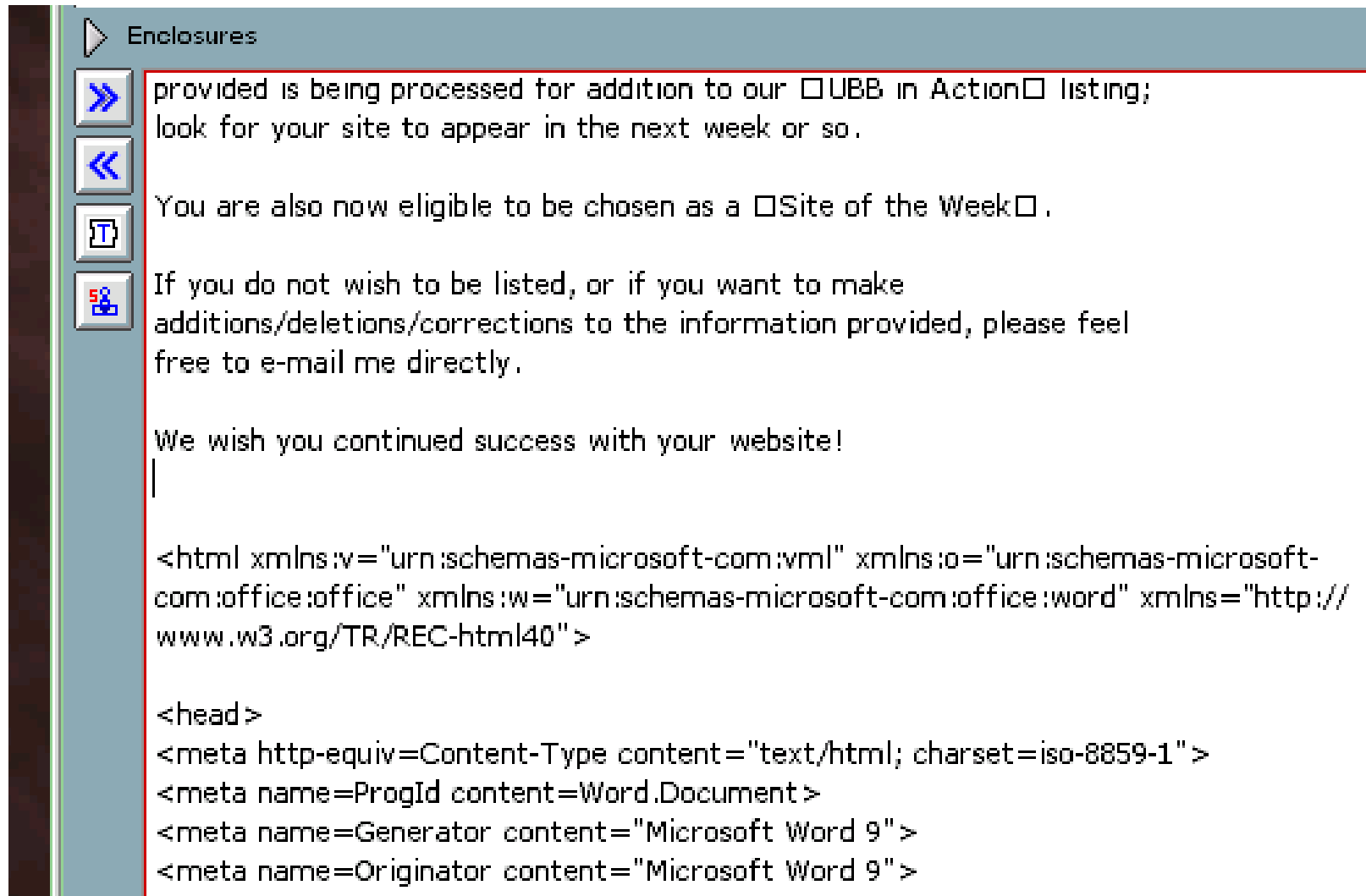> >
> > No..i didnt installed it ...
> >
> > > >
> > > > Can any one kindly help me to start the ssh service.
> > > >
> > > > FYI: Here is /etc/ssh/ssh_config file content

No HTML messages

Enclosures

provided is being processed for addition to our ☐UBB in Action☐ listing;
look for your site to appear in the next week or so.

You are also now eligible to be chosen as a ☐Site of the Week☐.

If you do not wish to be listed, or if you want to make
additions/deletions/corrections to the information provided, please feel
free to e-mail me directly.

We wish you continued success with your website!

<html xmlns:v="urn:schemas-microsoft-com:vml" xmlns:o="urn:schemas-microsoft-com:office:office" xmlns:w="urn:schemas-microsoft-com:office:word" xmlns="http://www.w3.org/TR/REC-html40">

<head>
<meta http-equiv=Content-Type content="text/html; charset=iso-8859-1">
<meta name=ProgId content=Word.Document>
<meta name=Generator content="Microsoft Word 9">
<meta name=Originator content="Microsoft Word 9">

Source: http://www.birdhouse.org/etc/evilmail.png

Use plain text formatting, no RTF.

No attachments

Attachments/forwards to e-mails sent to mailing lists
is
BAD

Don't send
social networking site /
birthday invites

Foo	Foo has Tagged you! :)
Bar	Bar wants to share sites with you...

No disclaimers from mails sent to mailing lists

DISCLAIMER: The information contained in this message is intended only and solely for the addressed individual or entity indicated in this message and for the exclusive use of the said addressed individual or entity indicated in this message (or responsible for delivery of the message to such person) and may contain legally privileged and confidential information belonging to CompanyName. It must not be printed, read, copied, disclosed, forwarded, distributed or used (in whatsoever manner) by any person other than the addressee. Unauthorized use, disclosure or copying is strictly prohibited and may constitute unlawful act and can possibly attract legal action, civil and/or criminal. The contents of this message need not necessarily reflect or endorse the views of CompanyName on any subject matter. Any action taken or omitted to be taken based on this message is entirely at your risk and neither the originator of this message nor CompanyName takes any responsibility or liability towards the same. Opinions, conclusions and any other information contained in this message that do not relate to the official business of CompanyName shall be understood as neither given nor endorsed by CompanyName or any affiliate of CompanyName. If you have received this message in error, you should destroy this message and may please notify the sender by e-mail. Thank you.

Indigestible Digest mode mistakes

Person X   Re: fedora-list Digest, Vol 61, Issue 49

Change the subject line!

Indigestible Digest mode mistakes

Hi all!
I'm here!
Reply to the thread.

***** *****
*********, *****

On 3/1/09, fedora-ambassadors-list-request redhat com <fedora-ambassadors-list-request redhat com> wrote:

    Send Fedora-ambassadors-list mailing list submissions to
        fedora-ambassadors-list redhat com

    To subscribe or unsubscribe via the World Wide Web, visit
        https://www.redhat.com/mailman/listinfo/fedora-ambassadors-list
    or, via email, send a message with subject or body 'help' to
        fedora-ambassadors-list-request redhat com

    You can reach the person managing the list at
        fedora-ambassadors-list-owner redhat com

    When replying, please edit your Subject line so it is more specific
    than "Re: Contents of Fedora-ambassadors-list digest..."

Today's Topics:

  1. Re: Please REPLY to this mail (or you will be *removed*   from
     the Ambassadors Country list.) (Teemu Vartiainen)
  2. Re: Please REPLY to this mail (or you will be *removed*   from
     the Ambassadors Country list.) (Francesco Ugolini)
  3. Re: Fedora marketing needs you! (Hisham Abdel-Magid)
  4. Re: Please REPLY to this mail (or you will be *removed*   from
     the Ambassadors Country list.) (Paul-Marc Bougharios)
  5. Re: Please REPLY to this mail (or you will be *removed*   from
     the Ambassadors Country list.) (Hisham Abdel-Magid)

Message: 1
Date: Sun, 1 Mar 2009 18:51:50 +0200
From: Teemu Vartiainen <vartsu fedoraproject org>
Subject: Re: [Ambassadors] Please REPLY to this mail (or you will be
      removed   from the Ambassadors Country list.)
To: fedora-ambassadors-list redhat com
Message-ID:
      <d3c991d20903010851y502ff6c3p1f3fbbd892a4fa3 mail gmail com>
Content-Type: text/plain; charset=ISO-8859-1

And me :)

2009/3/1 Claus Reheis <polytropolis gmail com>:
```
   > Me too:)
   >
   > ClausReheis
   >
   > Am Sonntag, den 01.03.2009, 22:26 +0600 schrieb Ashiqur Rahman Angel:
   >> I am here!
   >>
   >>
   >> --
   >> Angel
   >> http://fedoraproject.org/wiki/User:Angel
   >> 0DF8 3CD4 AFE3 68C6 2CDA 9F17 14B8 1A15 E5F7 73C2
   >>
   >> Fedora -- Freedom² and rapid innovation
   >>
   >> --
   >> Fedora-ambassadors-list mailing list
   >> Fedora-ambassadors-list redhat com
   >> https://www.redhat.com/mailman/listinfo/fedora-ambassadors-list
   >
   > --
   > Fedora-ambassadors-list mailing list
   > Fedora-ambassadors-list redhat com
   > https://www.redhat.com/mailman/listinfo/fedora-ambassadors-list
   >
```

Message: 2
Date: Sun, 1 Mar 2009 17:54:47 +0100
From: Francesco Ugolini <francesco ephisia org>
Subject: Re: [Ambassadors] Please REPLY to this mail (or you will be
    removed   from the Ambassadors Country list.)
To: fedora-ambassadors-list redhat com
Message-ID:
    <be9936b90903010854l55d30815mcf625cb15b5460a6 mail gmail com>
Content-Type: text/plain; charset=ISO-8859-1

2009/3/1 Amit Caleechurn <acaleechurn gmail com>:
> Hello everyone,
>   I'm asking the same question again :-) , is this a
> cross post from famsco or is it just for ambassadors from India?
>
> Amit (Mauritius)

Is a cross post from India (APAC).

Regards

Francesco Ugolini

Message: 3
Date: Sun, 1 Mar 2009 19:55:09 +0300
From: Hisham Abdel-Magid <hisham imam gmail com>
Subject: Re: [Ambassadors] Fedora marketing needs you!
To: fedora-ambassadors-list redhat com
Message-ID:
    <59e007ed0903010855m6ce4ec0u993a2954c1a66df7 mail gmail com>
Content-Type: text/plain; charset="iso-8859-1"

looking forward to roll ^_^

~hish

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Websites: www.dargroup.com - www.thepearlqatar.com

Fedora Ambassador in Sudan and Qatar,
E.mail: himam fedoraproject org
wiki: https://fedoraproject.org/wiki/User:Himam
-------------- next part --------------
An HTML attachment was scrubbed...
URL: https://www.redhat.com/archives/fedora-ambassadors-
list/attachments/20090301/38f3b24c/attachment.html

    Message: 4
    Date: Sun, 1 Mar 2009 18:57:14 +0200
    From: Paul-Marc Bougharios <paulmarc ieee org>
    Subject: Re: [Ambassadors] Please REPLY to this mail (or you will be
        removed   from the Ambassadors Country list.)
    To: fedora-ambassadors-list redhat com
    Message-ID:
        <920e95a50903010857yaa38ffeoa4c6048fc6f28c5c mail gmail com>
    Content-Type: text/plain; charset="iso-8859-1"

    I'm still here, too!
    --
    Take care,
    Paul-Marc Bougharios, Engr

    http://www.paulmarc.org/

    May God Be With You
    -------------- next part --------------
    An HTML attachment was scrubbed...
    URL: https://www.redhat.com/archives/fedora-ambassadors-
list/attachments/20090301/3d66e9e7/attachment.html

Message: 5
Date: Sun, 1 Mar 2009 19:58:30 +0300
From: Hisham Abdel-Magid <hisham imam gmail com>
Subject: Re: [Ambassadors] Please REPLY to this mail (or you will be
    removed   from the Ambassadors Country list.)
To: fedora-ambassadors-list redhat com
Message-ID:
    <59e007ed0903010858j74dc8fcah803dd785363a750e mail gmail com>
Content-Type: text/plain; charset="iso-8859-1"

Dear all,

Plz correct me if i'm wrong ^_^ ...

this thread e.mail is addressed to Fedora Ambassadors @ India.

whereas interested FA in the subject may contact their relative
Region/Country leader.

am i close?

regards

~hish

Erase irrelevant text!

Use search engines before posting queries

Mailing list discussions are archived.

Example:
https://www.redhat.com/archives/fedora-list/

Mailing list references

- Fedora Project Mailing List Guidelines:
  https://fedoraproject.org/wiki/Communicate/MailingListGuidelines

- Netiquette Guidelines. RFC 1855:
  http://rfc.net/rfc1855.html

- How To Ask Questions The Smart Way:
  http://www.catb.org/~esr/faqs/smart-questions.html

When you write to your mentor(s), mention:

- **Skills**
  programming languages, tools used.

- **Domain of interest**
  application/system/databases/web/embedded et.al.

- **Project time-frame**

Also write something **about yourself**, any previous Free Software experiences, interests etc.

Don't make ORDERS

like these ...

" i like to be a project member in your team. please send me the details".

" i want 2 do project. tell me wat 2 do".

no interest

+

final year project

!=

Free Software project

Have detailed **discussion with the mentor(s)** before starting the project work!

Communication during the project ...

Read

Free Software
Communication Tools

Each one speaks a **different** language

Programming language
+
Appropriate problem

Right communication tool

+

Right job

+

Right time

+

Right people

Announcements

- **RSS/Atom**
- **E-mail**

Discussions

- **Forums**
- **Mailing lists**

Chat

- **IRC**
- **Messenger chat**
- **Voice chat**

Wiki

RSS/Atom feed

- Simplex.
- Pull technology.
- User can multitask.
- News updates from blogs.
- Announcements/news.
  - Example: http://planet.fedoraproject.org/

E-mail

- Half-duplex.
- Any instant, it is a one-way communication.
- User can multitask.
- Useful for announcements/discussions.

No response

means:

1. NOT interested.
2. Don't care.

'Raise the flag'

Any problem/issue, report immediately!

Forum

- **Half-duplex.**
- **Any instant, it is a one-way communication.**
- **Asynchronous.**
- **User can multitask.**
- **What about mobile users?**
- **For discussions.**
  - Example: **fedoraforum.org**

Mailing list

- **Half-duplex.**
- **Any instant, it is a one-way communication.**
- **Asynchronous.**
- **User can multitask.**
- **Mobile users can handle e-mails.**
- **Handle large discussion traffic.**
  - Examples: **fedora-list, fedora-devel-list**

Internet Relay Chat

- **Full-duplex.**
- **Synchronous.**
- **Requires user's attention.**
- **Useful for technical discussions.**
- **Chat logs, saved.**
  - Examples: **#fedora**
                    #fedora-classroom
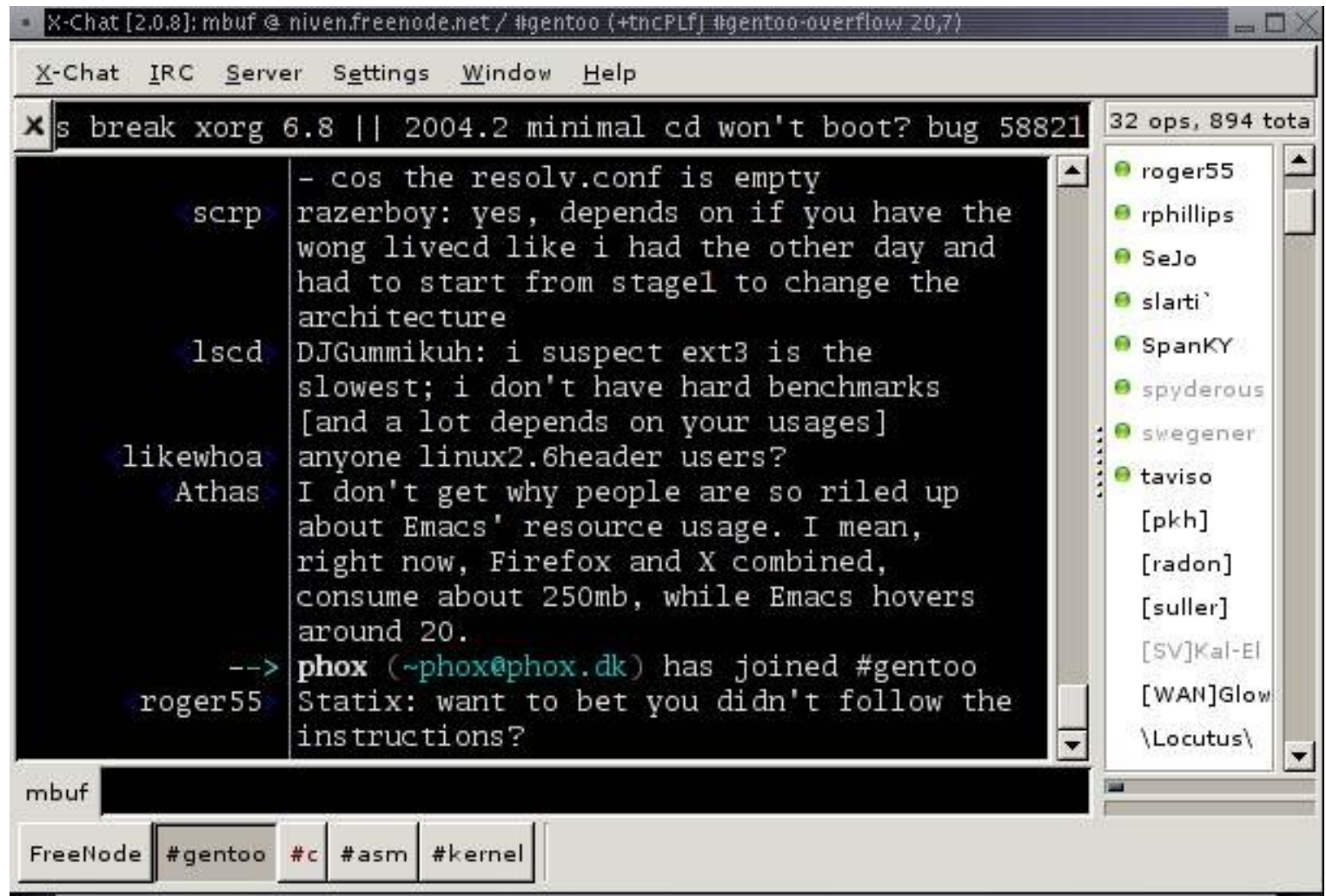   **#fedora-ambassadors**

Internet Relay Chat

irc.freenode.net

- **#fedora-india**
- **#fedora**
- **#dgplug**
- **#mukt.in**
- **##c**
- **#perl**

IRC Clients
- **xchat**
- **irssi**
- **pidgin**

Messenger Chat

- **Full-duplex.**
- **Synchronous.**
- **Requires user's attention.**
- **Private/channel discussions.**
  - Example: **pidgin**

Voice Chat

- **Ugly duplex.**
- **Synchronous.**
- **Requires complete user's attention.**
- **Cannot multitask.**
- **Only meant for 'high priority' or 'criticial' needs.**
  - Example: **Ekiga**

Wiki

- Asynchronous.
- User can multitask.
- Useful for documentation.
- Can be used for announcements, discussions.
  - Example: http://fedoraproject.org/wiki

Right communication tool

+

Right job

+

Right time

+

Right people

Before asking a question:

1. Use a search engine
(Examples: Google, Yahoo)

+

2. Check wiki

+

3. Check mailing list archives

+

4. Ask on IRC

+

5. Send an e-mail

English is the accepted language in the business world, and in the Industry.

If your English reading and comprehension skills are weak, get help!

Language

Reading Comprehension

Writing

- Bad grammar is acceptable.
- Atleast do a spell-check.

Spoken

Every weekend have a **one-to-one chat discussion** with your mentor(s).

Mentor(s), who work, are busy during weekdays.

Don't disturb them during weekdays, unless it is urgent.

Just send
e-mail
during weekdays.

If your English is weak, don't explain the error!

By trying to explain it in your own words, you only make it worse!

Just copy and paste the **output**/**error** or **log** messages.

Not being **on time** is

    unprofessional,
      rude,
        awful!

Punctuality is important.

Time is precious!

As on date, you cannot undo time!

If you are not able to make it to the online discussion with your mentor(s),

inform!

Mentor(s) can get to do their work rather than wait for you!

When asking a question
in writing, put a
question mark
at the end.

How does anyone know if you are
making a statement or asking a
question **?**

Doing the project

...

Mentor(s) **CANNOT**

- write project abstracts,
- write code,
- do project documentation,
- prepare presentations,

... for you.

Mentor(s) can only tell you what to do.

Start with **small** tasks to assess your progress, before you handle **big** project tasks.

Patience is the key to success.

Send status
updates on daily
basis!

Never ever do
last minute work!

curve !
learning
a steep
through
going
You are

Communicate like an engineer!

Always give detailed info when posting a problem or asking a question.

Don't give **blunt** information like:

"Internet is not working".

"I have compilation problem".

Communicate like an engineer!

"Internet is not working".

- What is the network setup?
- What did you try?
- How do you say it is not working?
- Which GNU/Linux distribution?

Communicate like an engineer!

"I have compilation problem".

- What source code?
- How did you compile?
- Which compiler?
- Where is the error output?
- Which GNU/Linux distribution?

Keep journal/log of:

- **daily activities,**
- **e-mail correspondences,**
- **problems solved,**
- **HOWTOs/reference links.**

Helps in project documentation.

When you reply to e-mail or questions, reply to all the questions asked.

Don't skip anything!

Same when following HOWTOs, documentation, tutorials et. al.

Over-enthusiasm can cause you to make your own decisions.

Never make your own project decisions!

Else, why do you need mentor(s)?

Always inform your team members, or consult your mentor(s) before doing anything new.

When sending e-mails while working
with team members,
don't forget to CC
all your team members.

If you intentionally/unintentionally forget
to CC, your team will
lose trust in you!

Else, use a project mailing list.

If you keep
**repeating
the same mistakes**
again, and again, and again,
expect the mentor(s) to find
other developers.

It is normal for people to move in,
and out of project teams.

Can my friend(s) also **join** the project?

Only if they get selected by the mentor(s).

Never ask personal questions

to your mentor(s).

It is none of your business.

Respect other peoples' privacy.

Write small code first, and send it to your mentor(s) for feedback.

Easy to **correct small mistakes** on daily basis, than to submit a chunk at the end of the week, and re-do everything. PITA.

Never make assumptions.

Always give proof when you make statements.

Never hesitate to ask questions.

If in doubt, ask.

No harm in making sure you have understood.

Being silent gives the impression that you have understood.

Feel free to have open discussions with your mentor(s).

The more you hesitate, lesser the communication, more the communication gap, and project at stake!

Mentors

Sub-projects

- Documentation
- Translation
- Marketing
- Artwork
- Infrastructure
- Websites
- Internationalization
- News
- Packaging

Impossible

is a word only to
be found in
the dictionary of fools.

~ Napoleon