

**“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

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 from madurai,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 enggar from
madurai,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
from Madurai. 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.

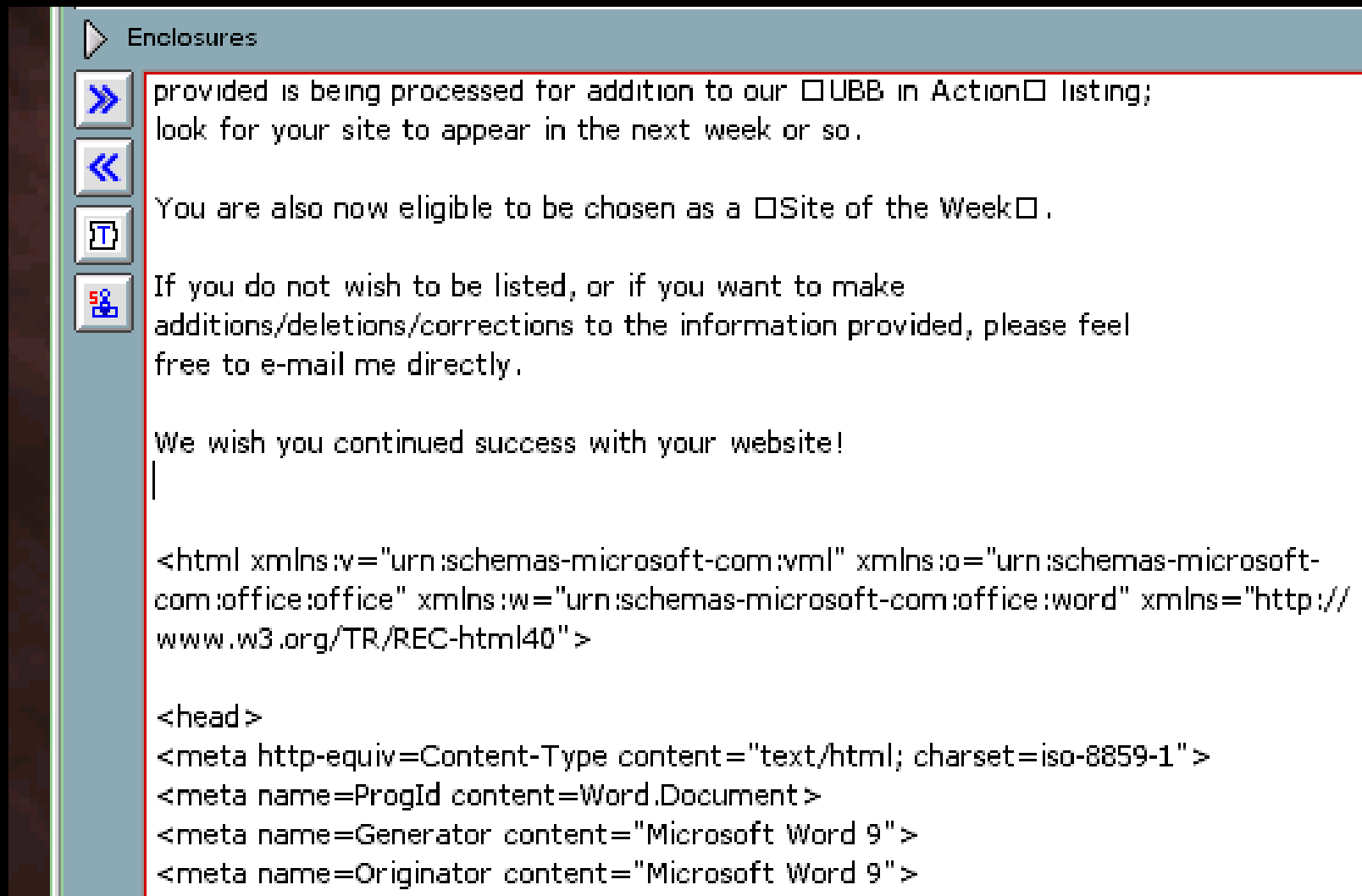
Use interleaved, trimmed posting

```
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.p  
hp  
  
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



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

Use plain text formatting, no RTF.

No attachments

Attachments to e-mails
sent to mailing lists
is

BAD

Don't send social networking site / birthday invites

Foo [ilugc] Foo has Tagged you! :)

Bar [ilugc] 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

[Ilugc] Re: ilugc Digest, Vol 35, Issue 8

Change the subject line!

Indigestible Digest mode mistakes

hey foo,

Try the IBM T60 or the Compaq ones with turion-64's or any intel core/core 2 based processors. Almost all the ones I have seen run great.

Regards,

Bar

On Sun, 2007-04-08 at 12:00 +0530, ilugc-request at ae.iitm.ac.in wrote:

- > Send ilugc mailing list submissions to
- > ilugc at ae.iitm.ac.in
- >
- > To subscribe or unsubscribe via the World Wide Web, visit
- > <http://www.ae.iitm.ac.in/mailman/listinfo/ilugc>
- > or, via email, send a message with subject or body 'help' to
- > ilugc-request at ae.iitm.ac.in
- >
- > You can reach the person managing the list at
- > ilugc-owner at ae.iitm.ac.in
- >
- > When replying, please edit your Subject line so it is more specific
- > than "Re: Contents of ilugc digest..."
- > -----

>
> Message: 1
> Date: Sat, 7 Apr 2007 12:34:59 +0530
> From: " ?. ???? ?????? " <foo at gmail.com>
> Subject: Re: [Ilugc] flash player problem
> To: ILUG-C <ilugc at ae.iitm.ac.in>
> Message-ID:
> <e3dcb5360704070004sc7ddd8ag313aefb492cdf47f at mail.gmail.com>
> Content-Type: text/plain; charset=UTF-8; format=flowed
>
> On 4/6/07, foo <foo at gmail.com> wrote:
> >
> > I have installed flash player for linux. But, i cannot load any flash
> > "stuff" in firefox.
>
>
> which OS are u using? normally when a plugin isn't available, firefox does
> show them on the top of the browser instructing to install the missing
> plugin. a button "Install Missing Plugin" should also be generally
> displayed. clicking on it will search for the plugin (in this case its
> flash) and it will be installed most of the cases. re-starting firefox
> should make the plugin installed, functional.
>
> If your OS is Ubuntu +, then from the terminal install the flash plugin in
> Multiverse repository,
>
> \$ sudo apt-get install flashplugin-nonfree
>
> this should help on re-starting the browser...
> .
>
> -----

> Message: 2
> Date: Sat, 7 Apr 2007 20:25:55 +0530
> From: "foo" <foo at gmail.com>
> Subject: Re: [Ilugc] Asterisk hardware
> To: ILUG-C <ilugc at ae.iitm.ac.in>
> Message-ID:
> <3b020fee0704070755n36d841c6t2bfba61d21454cba at mail.gmail.com>
> Content-Type: text/plain; charset=ISO-8859-1; format=flowed
>
> On 4/7/07, foo <mail-lists at foo.org> wrote:
> >
> > > On 4/6/07, foo <foo at gmail.com> wrote:
> > > >
> > > > Does anyone know where can I get hardware related to Asterisk in
> > Ritchie
> > > > St.
> > > > Or what should I ask for if I go blind folded.
> >
> > if you just need 1 line, you can always use a voice modem card, works at
> > decent'ish quality
> >
>
> I just need 1 line at least for now to test things. I don't really know I
> can use a regular modem. How should I configure this, just like any FXO
> card? are there any document available?
>
> --

>
> Message: 3
> Date: Sat, 7 Apr 2007 22:32:31 +0530
> From: foo <foo at gmail.com>
> Subject: [Ilugc] Forcing dpkg to ask for changed conffile questions in
> case of a reinstall
> To: ILUG-C <ilugc at ae.iitm.ac.in>
> Message-ID:
> <9a9bfc170704071002o1caf5b77g19bf54ccb3648473 at mail.gmail.com>
> Content-Type: text/plain; charset=ISO-8859-1; format=flowed

>
> Hi!
>
> When a package is upgraded and a configuration file changes as a
> result, dpkg usually asks the user whether the new conf file should be
> installed if it has local changes. Is it possible to make it ask this
> question even when dpkg is just reinstalling the same version? I know
> its possible to unpack the .deb file and replace/diff manually but
> would like to know if this is possible...

>
> it moves on...

>
> --
> One of the main causes of the fall of the Roman Empire
> was that, lacking zero, they had no way to indicate
> successful termination of their C programs.

> -- Robert Firth

>
>
>
> -----

> Message: 4
> Date: Sun, 08 Apr 2007 05:10:34 +0530
> From: foo <foo at yahoo.co.in>
> Subject: [Ilugc] Compatible Laptop for Linux
> To: ilugc at ae.iitm.ac.in
> Message-ID: <1175989235.5048.2.camel at ubuntu-desktop>
> Content-Type: text/plain
>
> Hi list
> I have my eyes set on getting a laptop. So i would welcome suggestions
> on which one to go for keeping in mind the Linux compatibility issues
> with the minimum number of tweaks.
>
> Regards
>
Foo

> Message: 5
> Date: Sun, 8 Apr 2007 11:17:45 +0530
> From: Foo <foo at gmail.com>
> Subject: [Ilugc] Gaim is now Pidgin!
> To: ILUG-C <ilugc at ae.iitm.ac.in>
> Message-ID:
> <9a9bfc170704072247k749b88f1h58c87b08a6a748a5 at mail.gmail.com>
> Content-Type: text/plain; charset=ISO-8859-1; format=flowed
>
> looks like they had to change their name because of AOL's tantrums...

```
> Message: 4
> Date: Sun, 08 Apr 2007 05:10:34 +0530
> From: foo <foo at yahoo.co.in>
> Subject: [Ilugc] Compatible Laptop for Linux
> To: ilugc at ae.iitm.ac.in
> Message-ID: <1175989235.5048.2.camel at ubuntu-desktop>
> Content-Type: text/plain
>
> Hi list
> I have my eyes set on getting a laptop. So i would welcome suggestions
> on which one to go for keeping in mind the Linux compatibility issues
> with the minimum number of tweaks.
>
> Regards
>
> Foo
```

Erase irrelevant text!

Use search engines before posting queries

Mailing list discussions
are archived.

Example:

<http://www.ae.iitm.ac.in/pipermail/ilugc/>

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>

Collaborative Development Project Websites

<http://sarovar.org>

<http://savannah.gnu.org>

<http://sf.net>

<http://freshmeat.net>

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, 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, one-way communication.**
- **Asynchronous.**
- **User can multitask.**
- **What about mobile users?**
- **For discussions.**
 - **Example: linuxforum.com**

Mailing list

- **Half-duplex.**
- **Any instant, one-way communication.**
- **Asynchronous.**
- **User can multitask.**
- **Mobile users can handle e-mails.**
- **Handle large discussion traffic.**

Internet Relay Chat

- **Full-duplex.**
- **Synchronous.**
- **Requires users' attention.**
- **Useful for technical discussions.**
- **Chat logs, saved.**

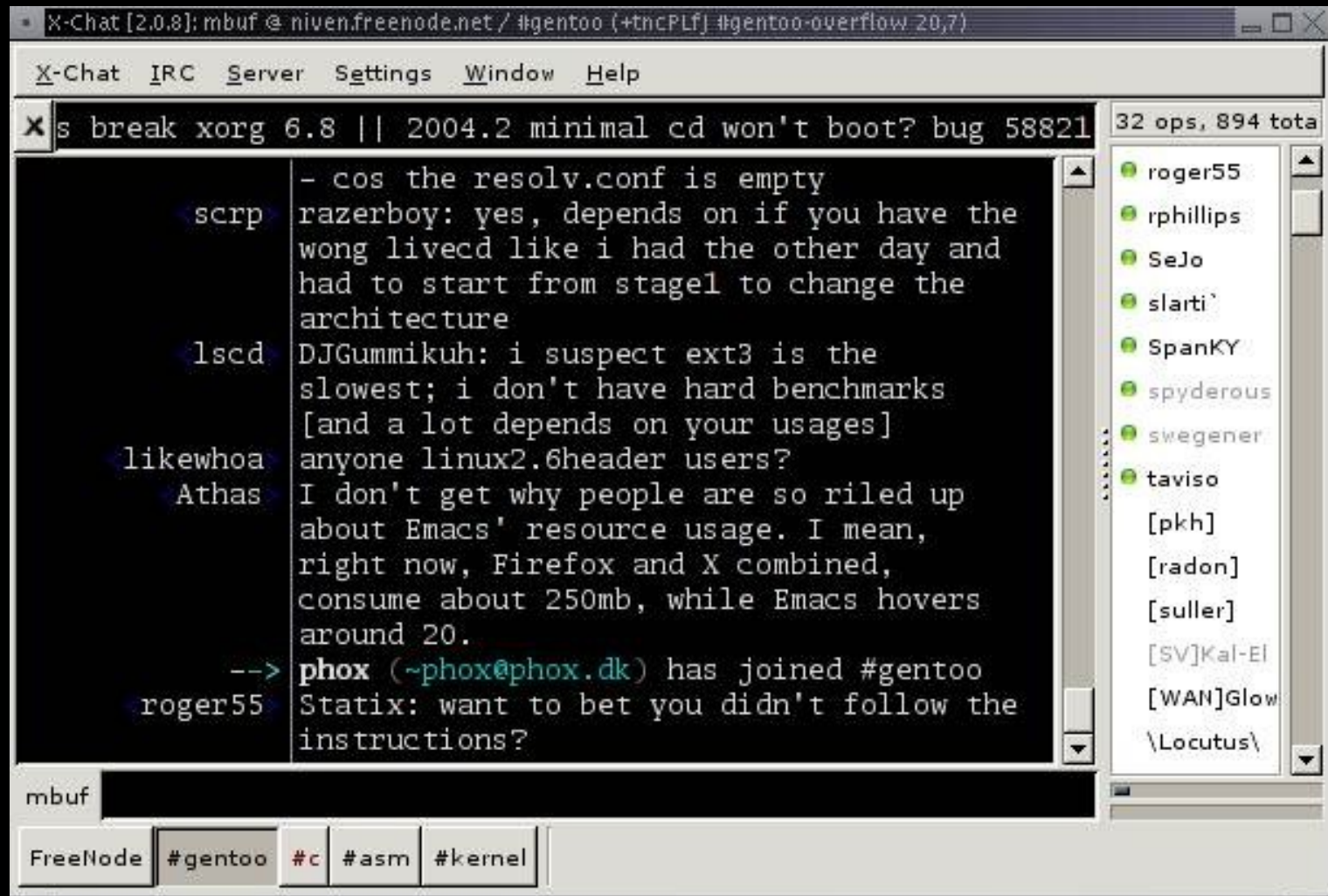
Internet Relay Chat

irc.freenode.net

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

IRC Clients

- **xchat**
- **irssi**
- **pidgin**



Messenger Chat

- **Full-duplex.**
- **Synchronous.**
- **Chat logs, saved.**
- **Private/channel discussions.**
 - Example: **pidgin**

Voice Chat

- **Ugly duplex.**
- **Synchronous.**
- **Requires complete users' attention.**
- **Cannot multitask.**
- **Only meant for 'high priority' or 'critical' needs.**

Wiki

- **Asynchronous.**
- **User can multitask.**
- **Useful for documentation.**
- **Useful for announcements, discussions.**

**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 is terrible, get help.

All your Peter jokes in school/college are useless.

Welcome to the real world!

Get serious. Get help with your English.

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 terrible, 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

...

Understand what mentor(s) can do ...

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 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,
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!

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

~ Napoleon