#### **GUIDELINES OF HALL PAGES**

- 1. Introduction to hall pages
- 2. Components of hall pages
- 3. Guidelines for hall pages

### 1. Introduction To Hall Pages

NUGS China pages is a messaging media platform located on Wechat messenger that brings all Nugs China members together. It links the National Executives Committee (NEC), local chapter executives and members from all Nugs China chapters. Currently, there are four (4) NUGS hall pages; Hall 1, Hall 2, Hall 3 and Hall 4 with the national organizer as the administrator of hall pages. There is also a page for women, the NUGS Women's Forum page. On NUGS China hall pages, there are lots of fun facts, messages of motivation and encouragement, news from home and abroad, advertisement and many more including love stories. It is a platform where members can establish connections, a platform of reunion and rebounding. It is a platform where we can genuinely exhibit a virtual Ghanaian environment. In addition to all that, it serves as a place to gather and share knowledge. NUGS-china hall page is an avenue for members, national and local chapter representatives to interact with each other. On NUGS-china hall page, unity and progress are exhibited and experienced, and NUGS-China is well known.

# 2. Composition Of NUGS-China Hall Page

Nugs china hall page comprises of members of NUGS China from all chapters, (national executives, local chapter executives, subcommittees' members and local chapter representatives) and any Ghanaian student fully enrolled in a Chinese institution. If there is no chapter in your city, get in touch with the hall administrator and due procedures in getting you a chapter can be established to become an eligible nugs member to enjoy the benefit.

# 3. Guidelines Of Nugs China Hall Page

- **A.** Nugs- China hall page belongs to NUGS China; hence, all activities on the page must conform and adhere to the supreme power of NUGS-China, which resides in the members in whose name and for whose welfare the officers of the union act. The activities must be subject to the constitution of Nugs-China and the constitution of the Republic of Ghana.
- **B.** Nugs-China hall pages should and must be strictly limited to students fully admitted to a Chinese institution at all times. Any Nugs member who graduates or leaves a Chinese institution must notify the various hall administrators and such noble members would be added to the Nugs-China alumni hall page.

NB: Nugs-China hall page is an avenue for consensus purposes, to know how many nugs members are currently studying in Chinese institutions.

- **C.** For a new member to be added;
- 1. The member must get in touch with his/her chapter
- 2. The chapter organizer contacts the national organizer, and due processes would be followed for such members to be added.
- 3. In cases where there is no chapter for new members; anyone adding them can get in touch with the national organizer for confirmation of necessary details and such members would be added.
- **D.** Identification on the hall page must reflect chapters or city in which members are located. For example: if Mr Emmanuel Kodua, Aka: Dragon is from Lanzhou. He can be identified on the page as;
- Dragon Lanzhou /Dragon Lanzhou# (#beside the city if there is no Nugs chapter in your city). However, you can also use your Nugs China ID number together with your city.

  Example; if Mr Emmanuel Kodua's Nugs-China ID is 2019 323232. He can be identified on the page as;
  - 2019 323232 Lanzhou/Lanzhou# (# besides the city if there is no Nugs chapter)

NB: The name you choose must be popular such that at least a member from your chapter or city can recognize.

- **E.** All notices and letters including vouchers to Nugs-China activities from chapters, student organization or the various committees of Nugs China that needs to be published must first be sent to any of the following
  - Hall representatives
  - Organizing committee
  - The PRO Team of media and publicity, for review of such information before they can be publicized.

## NB; Notices such as:

- Report of an incident concerning a Ghanaian student in China
- , Scammers alert notifications
- Loss of an individual
- , Search of an individual, etc. Can only be posted with permission from the above-listed persons.

#### WECHAT RULES FOR THE NUGS-HALL PAGES SUMMARY

- 1. With the exception of the NEC and NEC ex-officio members, members should only be on one hall
- 2. Identification on the hall page must reflect chapters or city in which members are located. Eg Name-City (Kofi-Lanzhou) OR NUGS ID-City (2019 323232-Lanzhou). Chapter executives are encouraged to add their portfolios eg, Kofi-Lanzhou Prez
- 3. Videos, audios, articles and any other related things should be solely for education, encouragement, and edification.
- 4. No partisan politics, no offensive related issues.
- 5. No advertisements without prior approval (Contact hall reps, fill verification forms and advertise on market days after approval). No advertisement on non-market days.

#### PERTAINING TO ADVERTISEMENTS

- a. There shall be an Authenticity Committee made up of the hall reps, to validate and approve sellers on hall pages.
- b. There shall be days set aside for advertising and all approved sellers must be sure to advertise on said days.
- c. Should any issues arise as a result of any purchase, the committee will settle it
- 6. Exchange/swap with approved persons. To be approved, contact hall rep for forms. Otherwise you exchange/swap at your own risk.
- 7. Never ever use the group to berate someone else or air grievances. If you have an issue address it one on one with the relevant person.
- 8. Don't use ethnic slurs, personal insults, obscenity, or engage in any online conduct that is unacceptable.
- 9. Do not send pornographic materials into the group.
- 10. Be smart about protecting yourself and your privacy. What you publish will be around for a long time, so consider the content carefully and also be cautious about disclosing personal details.
- 11. Desist from flooding the page with stickers.
- 12. Do not spam the group.
- 13. Use this platform to encourage one another and build each other up.
- 14. Be less judgmental about members' personal lives, character or behaviour even if you don't like or agree with their views or postings.