Staffbase

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These templates are for informational purposes and are provided as examples only. You are responsible for ensuring that any actions you take based on these examples are appropriate for your business and comply with your own policies and legal requirements. Staffbase disclaims all liability for any actions taken or not taken based on the contents of this template. You are solely responsible for the final content and implementation of your company's policies.

Social Wall Etiquette Template

Welcome to our [Company Name] Social Wall!

This space is designed for open, respectful, and inclusive communication. To help everyone feel safe and inspired to contribute, please follow these simple guidelines:

Be Respectful

- Treat others with kindness, even if you disagree.
- Avoid offensive, discriminatory, or inappropriate language.
- Be mindful of tone—humor doesn't always translate the same way to everyone.

Contribute Constructively

- Share ideas, stories, questions, and moments that bring value to our community.
- Feel free to give kudos, celebrate milestones, or spotlight great work.
- Avoid spam or off-topic content.

Protect Privacy

- Don't post confidential information or personal data (yours or others').
- Ask for consent before sharing photos of others.

Stay Professional

- Remember this is a workplace space. Keep your posts appropriate and aligned with company values.
- If unsure whether something is okay to share, err on the side of caution or ask a moderator.

Report & Moderate

- If you see something that doesn't feel right, report it to a moderator.
- Our moderators may remove posts that go against these guidelines.

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Let's make this wall a positive, vibrant space for everyone. We're glad you're here—now go ahead and share something great!