



6. Attend a mandatory workshop on website design.
7. Sign a letter of agreement to abide by this policy.

### Content

The club or organization is responsible for all content posted or linked on this site. The content of the completed web pages must be discussed and approved by members of the organization prior to its placement on the web. All web pages must identify their relationship with Suffolk County Community College. Each page must contain the name of the organization and the individual responsible for its content and maintenance (*the ebmaster*) as well as an e-mail link to a member of the student organization.

Each student organization website must clearly indicate that it is unofficial by posting the approved Suffolk County Community College disclaimer on its home page. The disclaimer

College server, but is not an official Suffolk County Community College webpage. The material on this site is not officially approved, licensed, sponsored or endorsed by Suffolk County Community College. The College assumes no express or implied responsibility for any component of this site, including content, presentation, usability, accessibility, accuracy or timeliness, nor of any links directed from this site. For information about

Suffolk County Community College reserves the right to change the wording of this disclaimer at any time.

Student organization websites may include links to other entities. However, such links should be related to the subject matter of the referring page (for example, a national headquarters, or sites providing service to organization members). Your organization must avoid the appearance of endorsing a particular product or service

Your student organization website must be accessible to everyone. People with disabilities, special needs or who lack access to appropriate hardware or software may be browsing student organization sites. Some visitors cannot see graphics or photos because of visual impairments or hear audio because of hearing impairments. ADA compliant design principles such as providing text descriptions of graphics and photos and captions for all audio and video components should be used so that all visitors can access a page. Pages should be compatible with small low resolution screens. Images should always include an appropriate ALT file that conveys the same information as the image.

### **Maintenance of Organization Websites**

Organizations are responsible for the content and maintenance of their website. Visitors seldom return to websites that contain out of date or inaccurate information. A  
m

