

***Star Trek:
A Call To Duty***

*Cadet's Handbook
Newsfleet Division*

V10606.16

Welcome

Welcome to Star Trek: A Call To Duty™, the only official online role-playing game of its kind ever endorsed by Paramount Digital Entertainment. We are pleased you have decided to heed the call!

The purpose of this Handbook is to provide you with the information you will need to participate in the wonderful world of Star Trek: A Call To Duty.

There are three divisions in which one can play: Chat, Newsfleet and PBeM (Play By Email). This Handbook includes a brief overview of Newsfleet Training, detailed information about Game operation and important Game policies. It is essential that you review this Handbook thoroughly before participating in the training.

Training

Before you may begin participating in the Game you must first learn how to play. This is accomplished through Game training, where new players participate in training missions. The purpose of these missions is to prepare you for the Game and to make sure that you understand how to play.

Training is important because it ensures Game quality and player satisfaction. Without training, new players would quickly become frustrated and the Game might be impacted negatively. For this reason, all players are required to successfully complete Game training.

The training process is composed of three steps, signing up, attending, and completing training missions. Each of these steps is outlined below.

Signing up for Training

To sign up for training missions all you need to do is visit the main Star Trek: A Call To Duty website located at <http://startrek.acalltoduty.com> and click the "JOIN ACTD" graphic. Please read through the instructions and download your handbook. You can then click "Join Newsfleet Game". You'll be sent to ODN where you can follow the instructions to join the game of your choice.

You will receive an email from your instructor with further directions pertaining to the training you have chosen. The email will include information on where and how to begin your training. Included in this will be your unique player serial number. Please record this serial number for future reference.

Attending Training Missions

Reviewing the cadet's handbook

You are required to review the information in this Handbook prior to participating in a training session. Failure to review this Handbook will prevent you from participating since graduation and ship/station assignment is contingent on how well you know the protocols.

Newsfleet

All that a player needs to participate in the Newsfleet Divisions is a web browser (such as Netscape Navigator/Communicator or Microsoft Internet Explorer), an email address and the ability to post two messages a week.

Star Trek: A Call To Duty can be found at the website located at <http://newsfleet.acalltoduty.com>. Ship missions are located in fleet lists (such as 7th Fleet) and Training is located in the Training list.

Once given the go ahead by your training instructor, you may begin posting in the Academy Lounge area, under the Training topic, set aside for your class (as indicated by class date).

There are two different views in the Phorums – flat and threaded. It is suggested that you switch to the threaded view. Otherwise, your posts won't go to the area you want them to. You will have to do this manually, as the default view is flat.

In your class' area, there may be one or more subtopics, i.e. Lounge, OOC. Click on the area you want to post to, for now Lounge. At the bottom of your screen you should get the 'Reply to this Message' box. Look at the subject line and make sure it says 'Re: Lounge.' If it does, replace the 'Re: Lounge' with your characters name and rank (Cadet Williams). If it doesn't say 'Re: Lounge,' go back and click on the post called Lounge and try again.

When you post your message, by hitting the post at the bottom right of the screen, go back and confirm that you have posted to the correct area with the correct subject line.

Posting Format

There are three key elements to every post (after you have changed the subject line):

1. Identifier line – this is the first line of the post, enclosed in square brackets, and gives your character's name and current location. You may also add a word or two about what your character is doing. For example:

[Cadet T'vol, in the transporter room]

[Soren, holodeck]

2. Body – A description of your character's actions in plain text. Past tense is always used, speech is enclosed in quotation marks, and abbreviations are

rarely used. It is important to spell and grammar check the body of your text before submitting your post.

3. Signature – Three lines at the bottom of the post that are separated from the body of the post by dashed lines (-----), followed by your character's name, your real name, and your email address.

For Example:

[Cadet Witherby, entering the Academy Lounge]

Cadet Witherby entered the Academy Lounge, peering around the sunlit room. He walked to the replicator, ordered a cherry cheesecake, and sat down at a table located near the back wall. Watching the people around him, Witherby wondered if any of them would be training with him.

Cadet Witherby
Player John Smith
JohnSmith@anywhere.com

When other cadets have posted, you are encouraged to interact with them. Remember, never reply directly to anyone's post but to the location in which you are interacting, i.e. Lounge.

After a few days, your trainer will send a message, either in character or out-of-character, indicating where your character should report for their training mission. Your character is at the end of his or her four years at Starfleet Academy and only needs to complete this training successfully to graduate and be assigned to a ship in Starfleet.

The training will continue in this fashion for the duration of 4 weeks, where you will be required to post 2 messages per week. Your trainer will notify you, via email or the OOC, when you have completed training and are ready to create a character to play in Newsfleet.

More detailed information, as well as several more examples of posts, can be found in the 'Newsfleet Specific Items' section of this handbook.

Completing Training Missions

Character Creation Form

This form will require you to provide the details of your proposed character. It is located on the ODN where you will receive instructions on how to log-on, create an account and create a character after graduation. It is best to fill out the form in it's entirety but the background information can be updated at a later date.

PLAYER INFORMATION

Real Name:

Email Address:

CHARACTER INFORMATION

First Name:

Middle Name:

Last Name:
Species:
Age:
Gender:
Height:
Weight:
Eye Color:
Hair Color:
Other Physical Characteristics:
Birth date:
Birthplace:
Mother:
Father:
Siblings:
Spouse:
Children:

Note: Your character is subject to approval by the Personnel Manager. Please visit here for a list of races and the status of each in terms of acceptability: <http://species.acalltoduty.com/>. It is recommended that you choose to have a character with a standard Starfleet race (e.g. Human, Vulcan, Betazoid, etc.). Other races such as Klingon and Ferengi are acceptable. Half-Romulans are also accepted. We will not approve any character that is a Borg (or was once a Borg), a Jem'Hadar, a Changeling, a Q, or a character that has bionic implants that allow the character any supernatural strength. We cannot accept races that appear only in the Star Trek novels.

Due to copyright infringement laws, no reference to any Star Trek characters from the television shows, movies or books will be allowed anywhere in your characters biography. This pertains to any and all character and/or ships that have been portrayed in any of those mediums.

All characters submitted become the property of the player who created them, with the provision that all actions performed by the Characters while in a mission are the property of the "Game".

Stardate Format

In *A Call To Duty*, stardates are expressed in the format 1YYMM.DD, where YY is the last two digits of the current year, MM is the number of the month, and DD is the day of the month. Any single digits in MM and DD would be preceded by zero to make a two digit number.

Therefore, an ACTD entry made on January 15th 2004 would be represented by Stardate 10401.15.

Other examples:

May 31, 2003 - Stardate 10305.31

October 2, 2005 – Stardate 10510.02

Additionally you will find a Stardate Calculator by going to the ODN (<http://odn.acalltoduty.com>) and clicking on the Resources link. The link to the Stardate Calculator and other resources (like this handbook) can be found on the left hand side.

Training Chain of Command

Training Coordinator:

TCs are senior staff that manage the trainers and their classes. Their responsibilities include managing staff and cadet issues, questions and concerns of cadets and staff with regards to training. If a trainer has a question that is brought before them by a cadet that they do not know the answer, they run it up the chain of command and the TC will respond to the trainer. If there is an issue that arises that the trainer cannot resolve, the TC is there to be arbitrator and an additional resource for the trainer.

Trainers:

These are the primary people responsible for your training. They will provide information, game materials and instruction on how to complete your training and direct you in what you need to do and know. Additionally, they are there to resolve any questions or issues you may have with regards to the game. They provide the game environment and do what they can to ensure cadet quality and satisfaction.

Conflict Resolution:

If a cadet has a concern about or conflict with another cadet, an attempt should first be made to work things out directly with that player. Most conflicts can be solved in this manner as many conflicts arise out of a simple lack of communication or misunderstanding. If the conflict is not solved by cadet-to-cadet communication, the concerned cadet must then contact their trainer with the details of the problem. If a cadet is still not satisfied with the solution at this point, they can contact their TC with all the details including the trainer's proposed resolution and steps taken thus far.

In the Training BBS, found at: <http://training.subspace.acalltoduty.com/phpBB2/> we hope to provide both cadets and current players with information on how to make their playing better and more fun for themselves and everyone.

It is with this in mind, we present the articles you will find on this board. Feel free to browse and look around. If you have questions on a given subject, post your questions in the Feedback area and give us a few days to respond to your post or check with your trainer.

Character Officer Positions

These positions apply to all divisions.

Commanding Officer - (CO)

The primary responsibilities of the commanding officer are leadership and command of a crew or team in the direction of attaining a particular mission directive and the safety and well being of officers under his/her command.

Executive Officer - (XO)

The primary responsibilities of the executive officer are acting as a conduit for relevant information to the commanding officer, ensuring the safety and security of the commanding officer, and advising the commanding officer in all instances.

Flight Control Officer - (FCO)

- The primary responsibilities of the flight control officer are course plotting, position verification, and supervision of manual and automatic flight operations. The flight control officer is also the primary bridge liaison to engineering.
- Course Plotting - By using a combination of the navigational sensors, science sensors, and tactical sensors the flight control officer can calculate the course of the ship. Course can be input by desired destination, proximity to another vessel, relative bearing, absolute heading, or galactic coordinates.
- Position Verification - The flight control officer must know the exact location of the ship in order to make course corrections. Ship location can be determined by time space beacons, subspace radio relays, other vessels, probes, sensors, or celestial objects.
- Flight Operations (Manual/Automatic) - During manual and automatic flight operations the flight control officer must monitor navigational sensors, the navigational deflector, the structural integrity field, and the inertial dampening system.
- Bridge Liaison (to Engineering) - Since the flight control officer monitors several critical systems aboard a starship, it is not surprising that flight control serves as liaison between the bridge and engineering. The flight control officer will often contact engineering to note performance problems or requirements related to flight control, if and when an engineering officer is not present on the bridge.

Operations Officer - (OPS)

- The primary responsibilities of the operations officer are supervision of power allocation, coordination and scheduling of starship or unit resources, and assignment of away team personnel and equipment.
- Power Allocation - During critical situations the operations officer is responsible for supervising power allocation. This may require rerouting power, taking key systems off-line, and coordinating activities with engineering.
- Resource Coordination/Scheduling - At any given moment multiple requests for starship or station resources may be made. The operations officer must prioritize these requests and allocate the necessary resources. Starship and station resources include both equipment and personnel.
- Personnel/Equipment Assignment - During away team missions the operations officer is responsible for notifying away team members and issuing equipment. The operations officer is also responsible for monitoring away team location, activities, and communication.
- Communications - The operations officer has control of all communications systems. These systems include intraship communication, ship-to-ground communication, ship-to-ship communication, and long-range subspace communication.

Tactical Officer - (CTO, TO)

- The primary responsibilities of the tactical officer are control of starship or station shields, and weapons with the secondary duties of starship or station security.

- Shields - During alert conditions the tactical officer is responsible for the activation and monitoring of starship shields. This includes making manual adjustments such as shield modulation and recalibration.
- Weapons - The tactical officer has control of all starship or unit defensive systems. These systems include tactical analysis, targeting, and firing. All tactical maneuvers must be coordinated with the flight control officer.
- Internal Security - Security of the starship/station and its personnel is paramount. For this reason, the tactical officer is responsible for internal security. This can range from security for visiting diplomats to counterinsurgency.
- External Security - During away team missions, personnel are vulnerable to attack. For this reason, the tactical officer is responsible for arranging security for officers away from the starship/station.

Science Officer - (CSO, SO)

- The primary responsibilities of the science officer are control of starship or unit sensor arrays, coordination of scientific endeavors, and interpretation of sensor data.
- Sensor Arrays - The science officer has control of all sensor systems. These systems include navigational sensors, tactical sensors, long-range sensors, and sensor probes.
- Scientific Endeavors - Since sensor systems are a shared resource the science officer is usually involved in a number of scientific projects. Departments such as stellar cartography often contact the science officer for advice and input.
- Data Interpretation - Command decisions are made based on all available information; this includes scientific information. The science officer is responsible for the interpretation and dissemination of all scientific data collected by available sensor systems.

Engineer - (CEO, EO)

- The primary responsibilities of the engineer are monitoring, maintaining, and repairing starship/station systems.
- Monitoring - Since most systems are critical, they must be monitored on a continuous basis. While much of this monitoring is automated, during critical situations officer interaction is required.
- Maintaining - Keeping systems in prime condition is extremely important. For this reason, the engineer has control over diagnostic and maintenance equipment pertaining to each separate system.
- Repairing - Damage to any system can lead to disaster. For this reason, the engineer has many resources with which to repair damaged systems. These include personnel, materials, and special equipment.

Medical Officer - (CMO, MO)

- The primary responsibilities of the medical officer are prevention, diagnosis, and treatment of medical problems experienced by starship or station personnel.

- **Prevention** - Prevention of medical problems is accomplished through the use of routine physicals. All personnel are required to submit to physical examinations as required by the medical officer.
- **Diagnosis** - Diagnosis of medical problems is accomplished through the use of advanced medical systems. These systems include medical tricorders, biobeds, sensor clusters, and extensive medical references.
- **Treatment** - Treatment of medical problems is accomplished through the use of medical resources. These resources include medical equipment (e.g. hyposprays, neural stimulators, etc.) as well as holistic agents (e.g. medicines, physical therapy, etc.).

Counselor - (CNS)

- The primary responsibilities of the counselor are diagnosis and treatment of psychological problems experienced by personnel. The counselor also advises command personnel.
- **Diagnosis** - Diagnosis of psychological problems is accomplished through the use of in depth counseling sessions. All personnel are required to submit to psychological evaluations as required by the counselor.
- **Treatment** - Treatment of psychological problems is accomplished through the use of psychological resources. These resources include different types of therapy and continued psychological counseling.
- **Advising** - Since counselors are trained in psychological analysis it is not surprising that they often involved in command decisions. These decisions usually deal with diplomacy, negotiation, or first contact.

Civilian/Specialist - (CIV)

This position on either a starship or station can encompass any other position not already covered. It is a position created to acknowledge the presence of non-Starfleet personnel on starships or stations (like Guinan, Quark, Jake Sisko, and even Neelix). While the aforementioned characters didn't have a proper Starfleet rank, this does not mean that your character may not have a rank. Instead of a non-ranked non-Starfleet character, you could create a ranked Starfleet character and still have it placed in the civilian position. Examples of characters would be Kozinski (a warp specialist), Nog (a Starfleet Cadet), or even someone from Starfleet Intelligence to make observations during a crucial mission. Simply put, this position is so dynamic that it is really meant for those players who really care about the Game play, and not their rank. It is a wonderful position to role-play, offering greater flexibility than perhaps any other position in the Game.

Ranks

The standard ranks in Star Trek: A Call to Duty is as follows and applies to all divisions:

- **Cadet** (abbreviated Cdt) *A player must specifically request this rank when creating a new character.
- **Ensign** (abbreviated Ens)
- **Lieutenant Junior Grade** (abbreviated LtJG)

- Lieutenant (abbreviated Lt)
- Lieutenant Commander (abbreviated LtCmdr)
- Commander (abbreviated Cmdr)
- Captain (abbreviated Capt)

Rules and Policies

Acceptable Writing Practices

Typing practices

Proper typing practices shall be used in all three divisions. This means punctuation, capitalization and complete words (i.e.: "u" is an unacceptable abbreviation for "you", "im" is an unacceptable abbreviation for "I'm"). This applies to missions, emails and posts.

Spell check, Spell check, Spell check

Please spell-check every email and post before sending. This applies for Chat, Newsfleet, and PBeM (PLAY BY EMAIL) Games. For the Newsfleet, which isn't email-based, write your post in a word processing package, spell check, grammar check, and then cut and paste into the posting area.

Common Courtesies

Newsfleet

When viewing the Fleet Newsgroup you will see a number of other starship and station threads there. Please refrain from posting in any of the starship or station threads to which you have not been assigned. This is considered extremely bad form. The thread for your assignment will be clearly marked. For instance, if you're assigned to the U.S.S. Majestic, you will see a thread that says U.S.S. Majestic. If you don't see your assignment's thread, then you are probably in the wrong Newsgroup.

The Newspaper Rule - A Newsfleet player shall not post any action which would be seen as drastic or sensational without the permission of their SM. Specifically, this refers to action which would alter the SM's storyline in any way. This is referred to as "The Newspaper Rule" because if the player reasonably believes what they are about to post would be reported on the front page of the newspaper, they should ask their SM before posting it.

It is also considered bad form to do the following:

- Post conversation or actions by another player's character (or by an NPC you haven't created yourself) without their permission
- Verbally attack or abuse another player.
- Send a post that has not been spell-checked.
- Include text from a previous post in your own (an exception is made for a line or two of dialogue when you need to make it clear who and what you are replying to)

Participation Requirements

There are specific requirements for participation by each division. Failure to fulfill these requirements may affect your character's promotion and may even qualify for your character's removal from their ship/station. These requirements are per each character.

Newsfleet

Any player who is assigned to a starship or station is required to post at least twice weekly.

Assignment

After graduating from Training from any division, players are assigned to a starship or station. Only after graduation will players be assigned, and the player will be contacted via email with further information. There are currently four starships in the Newsfleet – USS Broadsword, USS Hercules, USS Shrike, and USS Victoria. You will be asked to give a few choices since it is not possible to guarantee an assignment/position.

Newsfleet Specific Items

Newsfleet Structure

In the A Call to Duty Newsfleet game, ships will be organized into Fleets; each Fleet will have a Newsgroup, and each ship will post to its own ship thread under its Fleet Newsgroup. Following is an example of how ships (in this case, the U.S.S. Mah, U.S.S. Gaba, and U.S.S. Ferrone) would be structured under the First Fleet Newsgroup (in this case, 7th Fleet). Each ship would have its own thread under the ship name, consisting of Mission Orders, Subject Headers, and player postings (demonstrated here, and described in detail later in this handbook).

- 7th Fleet
 - U.S.S. Mah
 - Mission Orders 9905.07
 - Subject Header 1
 - Player Postings
 - Subject Header 2
 - Player Postings
 - U.S.S. Gaba
 - Mission Orders 9905.19
 - Subject Header 1
 - Player Postings
 - Subject Header 2
 - Player Postings
 - U.S.S. Ferrone
 - Mission Orders 9905.03
 - Subject Header 1
 - Player Postings
 - Subject Header 2
 - Player Postings

To avoid confusion, it is extremely important that players post their game messages to the proper thread, as well as to the proper ship. When posting a message, the player should ensure that he has the message to which he wishes to post opened, and select "Reply to Newsgroup", changing the subject line of the message as described earlier in the handbook, before posting the message. Incorrectly posted messages create confusion in the Newsgroup and may result in a player's intended actions to be missed by others on the ship. Such posts will be deleted by the SM. If the player wishes the post to be a part of the game, he will be required to re-post the message correctly.

Subject Headers

Subject Headers are used to organize the posts in a logical manner, intended to facilitate keeping track of who is doing what, when; basically, a Subject Header is a brief description of the setting of message, and usually describes an activity or a place.

Examples of Subject Headers include "Bridge", "Rykos Prime", "Main Engineering", and "Sickbay". Player messages would be posted as a reply to the appropriate Subject Header.

All messages posted to the same Subject Header are part of the same Newsgroup thread. A thread is a series of postings which are actions happening at the same place or time, or which are otherwise connected in some manner. Threads are read together, allowing players to keep track of related activities taking place in various locations.

Be aware that there will be some instances, as the activities in a mission become more complicated, where a posting could be appropriately posted in more than one thread. With experience, you'll learn where to post, or cross post if needed, in an existing Subject Header, or when to create a new Subject Header.

The subject headers themselves would not contain any text in the body of the message. The text of the postings for each player would be contained in a reply to the subject header. In posting a reply to a subject header, the player should replace the posting subject line (typically, "Re: 'subject header'") to reflect the player's position, rank, and character name.

An outline of the posting guidelines described so far, as they would appear, expanded, on a Newsgroup, would be as follows:

Mission Orders – Stardate 9904.10

USS Mah

Bridge

CO Capt Matthews <Player Posting subject line>

CTO Lt Richardson <Player Posting subject line>

CNS Ens Darkon <Player Posting subject line>

CO Capt Matthews <Player Posting subject line>

CEO LtCmdr Brungs <Player Posting subject line>

TO Ens Brudzinski <Player Posting subject line>

Sickbay

CMO Cmdr Cohen <Player Posting subject line>

MO Lt Smith <Player Posting subject line>

Rykos Prime

CMO Cmdr Cohen <Player Posting subject line>

And so on.....

Note that as the mission progresses, some threads may become closed, while others may remain open during the entire mission, or players may move from one thread to another as their activity in the game dictates. In the above example, once the USS Mah arrives at Rykos Prime and an Away Team, headed by CMO Cmdr Cohen is dispatched to the planet, the new thread "Rykos Prime" would become active, while "Sickbay" may become inactive (if all those in Sickbay leave Sickbay and move to the AT); however, "Bridge" could conceivably remain active during the entire mission, provided activity occurs there.

Identifier Line

The first line of a player's post is always the Identifier Line. This line tells the reader what character is speaking/acting and where that character is located. It is assumed that activities in the messages occur consecutively, by date/time the messages were posted to the Newsgroup.

The identifier line is always enclosed by []. Here are a few examples:

Example 1:

[Lt Schwoppes, on the bridge]

This might be posted for the character TO Lt Schwoppes under the Subject Header "Bridge" as the player's first post in response to the Mission Orders. This line describes the character's whereabouts. The remainder of his post would describe what Schwoppes is doing at the tactical station on the bridge, such as running diagnostics, reporting status to commanding officer, and so forth. The text of the post could also include his personal thoughts, observations, etc.

Example 2:

[LtCmdr Edwards, CMO, in Sickbay]

The second example could be a post to several subject headers, given the specifics of the situation. If Edwards is in Sickbay doing activities, the player would post a message describing Edwards activities to the 'Sickbay' thread, with this identifier line.

In some cases, a player should post to multiple topics. We refer to this as cross-posting and it is generally used when characters are communicating with someone not at their location.

For example, the U.S.S. Mah has arrived at Rykos Prime. Captain Landau is on the bridge and Lieutenant Commander Edwards, Chief Medical Officer, is in Sickbay. Captain Landau wishes for the CMO to prepare a medical away team. The postings might appear like this:

USS Mah

Bridge

CO Capt Landau (*Landau's first post*)

CMO LtCmdr Edwards (*Edwards' second post*)
Sickbay
CO Capt Landau (*Landau's second post*)
CMO LtCmdr Edwards (*Edwards' first post*)

The body of the posts, and order of occurrence, would be as follows:

Landau's first post, posted to the bridge thread:

[CO Landau, on bridge]

The captain settled back and tapped his commbadge. "Commander Edwards, we're nearing Rykos Prime. I need you to prepare a medical team to participate in an away mission. Please report with your team to Transporter Room 2 as soon as possible. Coordinate with Operations for any supplies your team will need."

Landau's second post, posted to the sickbay thread:

[CO Landau, heard over the intercom]

"Commander Edwards," came the voice of Captain Landau, "we're nearing Rykos Prime. I need you to prepare a medical team to participate in an away mission. Please report with your team to Transporter Room 2 as soon as possible. Coordinate with Operations for any supplies your team will need."

Edwards' first post, posted to the sickbay thread:

[LtCmdr Edwards, in sickbay]

Edwards looked up from her paperwork at the comm from the bridge. A quick glance around Sickbay assured her that the team was ready to go.

She responded to the captain, "Aye, sir, on our way."

A quick communication with the Operations Department verified that the required supplies were ready to be beamed to the surface. Leaving Sickbay in the capable hands of Nurse Sehran, Edwards proceeded with her team to the Transporter Room.

Edwards' second post, posted to the bridge thread:

[LtCmdr Edwards, over the intercom]

"Aye, sir, on our way."

In the above exchange, the player posted first to the bridge thread, where Captain Landau is located, and then to the sickbay thread, where Landau has commed to Edwards. The reply for the CMO would be under the Sickbay header, since that was where the CMO was at that time the Captain commed her. Another post, with the conversation part only of the CMO's reply, would be posted to the bridge thread.

While cross-posting is useful in ensuring that a player's actions don't get overlooked, it is important that it not be overused. A player certainly should not post his actions to every

thread in the mission, just to make sure no one misses what he is doing. In the Landau/Edwards scenario, for example, it would be inappropriate for Edwards to cross-post to the Engineering subject header, since she is not in Engineering, not talking to anyone in Engineering, and her actions don't involve Engineering. Her cross-post to the Bridge, however, is reasonable in that it lets the captain know that she has responded, and the captain knows to check the appropriate thread for a more detailed post by Edwards (in this case, the Sickbay thread).

NPC Posts

NPCs, or Non-Player Characters, are tools used to further the development of a storyline or a character. For example, in the Mah example given, NPCs on the planet might be required. The captain, who is responsible for running the mission, would create the NPCs and post entries for them as appropriate.

A player might also want to create an NPC character with whom to personally interact during the course of a mission, or a series of missions, for the purpose of developing his character. This NPC could be a subordinate under the player's command, a spouse, or a friend. This type of NPC should be treated in a "supporting actor" role. Any major actions attributed to the NPC by a player should be cleared with the Captain first. Major actions are defined as those which significantly impact the direction of the story.

Subject lines for NPCs should indicate the character is an NPC. For example:

NPC TO Ens Wallace
NPC Civ Bright

Two-part Posts

Occasionally, a player may wish to post a two-part entry, both of which are in-character, which he wishes to separate from each other but still keep tied together in a single post. An example of this might be a dream sequence, taking place in his quarters, followed by a post where he wakes up and describes his thoughts/actions following the dream. In this instance, the player would use a single full line of dashes across the page between the two parts to delineate them from each other.

Example:

Crew Quarters Subject Header [on subject line of thread, first level under Mission Orders]

[Ensign Selinski, in his quarters] Identifier Line [first line in body of message]

The console exploded in a shower of sparks, momentarily blinding Thomas; when his sight cleared, he resumed his frantic efforts to restore power to shields amid the chaos rampant on the normally calm bridge. Another volley of phaser fire hit the ship, rocking the bridge; an overhead beam fell, and

[text continues, describing dream]

-----[line of dashes]-----

Selinski was startled awake by the sound of the chime signaling a visitor to his quarters, and it took him a moment to orient himself, to relax that he was aboard the *Mah* now, and not back on the bridge of the *Avenger*, in the midst of that battle. He shook himself, trying to return fully to reality, before answering the door.

[text continues, describing events that follow]

In this example, a two-part post is used to distinguish between dream and reality.

Out-of-character Comments

Comments made by players, not as their characters, are called out-of-character comments. These are often brief comments, made to tell other players about game business, ask questions, be humorous, etc.

Each ship has a section under their main topic (USS Broadsword, USS Hercules, USS Shrike, USS Victoria) set aside for out-of-character comments (OOC). OOC comments are rarely placed inside a mission post, since these areas are available. If necessary, set apart your OOC comments with the tag OOC and enclose everything in brackets.

Conditional Statements

Character activity which depends upon a response not yet given is called *conditional activity*. Conditional statements, which describe this activity, are set off by {curly brackets}.

An example of a conditional action would be the case of a player's character stopping by another character's quarters. The player posts his character arriving and pressing the door buzzer. The first post by this player would end here; however, what happens if the other player does not respond in a reasonable amount of time (5-7 days)? He would make a second post, this time using conditional statements to reflect what his character would do should he be invited in or not invited in.

Post one:

[Maten, arriving at Sang's quarters]

John whistled as he exited the turbolift and walked the few yards to Michele's door. He was looking forward to Michele's dinner and his stomach grumbled in anticipation. John straightened his shirt before pressing the buzzer, eager for Michele to appear.

Post two (Sang's player hasn't posted in 5 days).

[Maten, outside Sang's quarters]

{If Sang tells Maten to enter}

John walked through the door, a smile crossing his face at the delicious smells coming from the table. "Yum," he said as he moved to stand behind one of the chairs, "this smells great. What is it?"

{If Sang doesn't respond or tells him to leave}

John frowned as he scratched his head, wondering what was up. Turning dejectedly, he walked back to the turbolift and entered.

Game Play

Mission Orders

For each ship, a set of orders will be posted on the ship's Newsgroup. These orders will be posted by the ship's Commanding Officer. In the Newsfleet edition, the Commanding Officer of the ship is responsible for planning the missions, as well as determining the direction the storyline follows.

Each player's postings will be posted as a reply to the mission in effect. Underneath each set of Mission Orders, postings will be organized under ***Subject Headers***.

Example: The following is an example of mission orders, posted by the Commanding Officer of the USS Mah as a "new posting" to the ship's Newsgroup.

Mission Orders – Stardate 9904.10 <Note: This appears on the subject line of the posted message.>

Text of Message: "The USS Mah is ordered to depart Starbase 182 to Rykos Prime. It is reported that an unidentified virus is rampant on the Rykos homeworld, decimating the population. The government of Rykos Prime has requested Federation assistance in identifying a cure for the virus, as well as identifying and eliminating its cause. Starfleet Intelligence reports that some Romulan activity has been noted in the sector, though no evidence has been uncovered to tie the Romulans to the plague situation on Rykos."