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# 1 GENERAL RULES

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## 1.1 RESPECT A DIVERSE COMMUNITY

### 1.1.1 Backgrounds

At TLP, we respect that every single member in our communities come from all over the Earthly globe. We are a world-wide community, and as such we ask that every member respect each other's backgrounds, experiences, beliefs, and cultures. However, we also respect that not everyone knows what a person deems to be offensive or "crossing the line", so we also ask our members to bring these issues up if comfortable enough directly with the person in a calm, collected manner. If that doesn't seem possible, we ask that you bring the issue up to an Officer or above and allow our mediation to help you. Only by voicing your issues can TLP as a whole grow and learn.

### 1.1.2 Derogatory Words

As an inclusive and diverse organization, we deem certain words to be inexcusable in their use throughout all our private and public channels. These words are listed here as examples and an asterisk is included in them, but please note that we expect members to know what the words are and if you have any issue in reading these, reach out to an officer or above to review them with you.

- NI\*\*ER
- NI\*\*A
- FA\*\*OT
- FA\*
- S\*EMA\*E
- D\*KE

Please note that each chapter may add to this list at the GM's own discretion, but that these words are banned across ALL our chapters.

### 1.1.3 Off Limit Topics

To contain the passions of our members around the most provoking of topics, the following (or any topics that would be included in these categories) are considered off limits.

Religion/Beliefs

Politics

Please note that each chapter may add to this list at the GM's own discretion, but that these topics and subtopics are off limits or constrained to certain channels if the GMs of

that chapter have provided such a space. We would then ask people who are triggered by these discussions to avoid those channels.

## 1.1.4 Conversations in Chats

Our chats, both in game and out of game, will adhere to the policies set forth here in this charter. That includes private chats, public chats, Discord, Twitter, YouTube, Twitch, Instagram, etc. (both private and public) that may contain information that could be used to question your ability to follow our rules.

In TLP, we **must** stay away from personal attacks on a person that we interact with. You can certainly enjoy banter and competitive remarks about characters in a game but keep it to events that happen IN GAME. Personal attacks of ANYONE (TLP or not) will not be tolerated and will be dealt with according to our consequences and may be grounds for removal if not appropriately corrected.

Private chats are that... private. Under NO CIRCUMSTANCES are you ever to publicly display a screen shot or text file of a private conversation to either public chat spaces in game or on Discord. Private chats can be used to raise issues or show evidence of an issue to an officer or above, but never to a wide public audience. We are not in the business of public shaming.

## 1.1.5 Public Conduct

Wearing the TLP tag in game and out of it is a privilege. We're an organization that has continued to grow and expand for over two decades and have built a reputation in the gaming industry with partners and other game development companies that trust us. That trust **CANNOT** be broken by lack of decorum by members in public settings.

We expect our members to conduct themselves in a manner that is becoming of holding the tag of "The Last Prophecy" under their characters' names, social media, and Twitch. That means the following as a whole:

1. Don't be a prick.
2. Keep it clean; no that doesn't mean you cannot curse, just means fight fairly.
3. Griefing is NOT allowed under any circumstances. If someone is griefing you, that doesn't mean you're given a pass for griefing them back. Seek out the help of your guildies and raise the issue with officers or above.
4. **BULLYING IS ABSOLUTELY NOT ALLOWED** under any circumstances. If we catch you, you will face the consequences for it. And God forbid that Dani catches you!
5. Lastly, don't be a prick.

## 1.2 RESPECT GUILD LEADERSHIP

### 1.2.1 Chapter Commitment

All official TLP chapters have the following commitments by senior leadership:

- A chapter website is built and provided for all members.
  - GMs, SO's, and Officers are given Administrator rights on their chapter website.
  - Other members like Captains and Apprentices are given Editor rights on their chapter website.
  - All members can contribute to our website as members.
- A recruitment form and collective email addressed (@tlp-guild.com) for all Officers and above.
  - A *apps (chapter)@tlp-guild.com* email address is set up and all leadership will be asked to sign up to notifications for it.
  - A recruitment channel is created so that all council members and above can see and discuss new applications in Discord.
- A separate TLP Discord is issued with Danitsia as the server owner.
  - Branding is applied per our guidelines.
  - GMs are made server administrators.
  - Ranking structure is formed and established with the leadership.
- An official chapter MUST run for a minimum period of 90 days from official GAME LAUNCH (not betas).
  - GMs, SOs, and Officers must commit to remain in those roles for a minimum of 90 days.
  - Chapters can after that time asked to be placed in DORMANT status.
    - Dormant chapters are still considered full chapters and retain their websites/Discords etc.
    - Dormant chapters can be reactivated by the leadership at any time.
  - Chapters that remain DORMANT and do not reactive for a period of 12 months are essentially DELETED.
    - Deleted chapters have their websites and Discord servers deleted after 30 days, with NOTICE given to join the TLP Main Discord.
    - Deleted chapters would have to go through the entire "new chapter" process again to be reactivated and must be approved by a Founder to do so.
    - Deleted chapters in game "guilds" MUST be transferred over to "Danitsia" or a Founder approved by Danitsia if not already in her ownership.

## 1.2.2 Leaders

The leadership is made up of 1 Guildmaster, 1 or 2 Co-Guildmasters or Assistant Guildmasters, Senior Officers, and Officers. Their authority is totalitarian when it comes to management of the chapter and direction of its objectives.

The Trinity is an important element of how we do things in each of the TLP chapters. That Trinity is usually the 1 GM and 2 CGM/AGMs. Sometimes to start a chapter it is important to add Senior Officers to the Trinity as temporary voters. Major decisions about a chapter are made by that Trinity in the form of a vote and with majority ruling -- hence the necessity for THREE.

Senior Officers are people that have been in officer or above roles in other chapters and have served as such for more than one year. They are tasked with being able to slip into Officer roles whenever that is necessary and management of Officers, Council, and Members. They oversee a lot of the day-to-day management of guild affairs as a whole and how that lines up with core objectives for the chapter.

Officers can be either selected from existing members or recruited into their positions. If people have served as officers previously, they could potentially be recruited into these positions. Officers handle very specific areas of our leadership, and their authority is contained to those areas.

## 1.2.3 Council

It takes a village to run a good guild. In our experience there is always helpful folks that do not necessarily want to commit to being inside the leadership circle but want to be able to help. Then there are members that have been part of TLP for just about the same time as it's been an organization, since the late 90s. These folks are known as Council Members.

Council members are made up of Senior Members, Apprentices, and Captains. Senior Members help us shape our core values and fine tune our rules and direction. Appreciates and Captains are managed by our Senior Officers or Officers (depending on their roles) and are usually tasked with just small, very specific tasks in game.

We're incredibly grateful to all our council members for helping when they can.

## 1.2.4 Part of a Whole

TLP is much more than just a guild in any one game: we're a family of guilds in many games. Our motto is "One Family, Many Worlds". We live and breathe by that. That means that in our Discords you will see members of other chapters join in and socialize with each other. This is not only allowed, its encouraged.

To identify the difference between a TLP member that is part of this chapter and other TLP members part of other chapters, you will see the [TLP-] designation in front of their

names. Whereas members of this chapter would not automatically have that designation.

For example, the Senior Officers of this chapter would appear in Discord like this:

### **SENIOR OFFICERS**

[SO] CharacterNameHere

Whereas Senior Officers of other TLP Chapters would appear in Discord like this:

### **[TLP] CHAPTER OFFICERS**

[TLP-SO] CharacterNameHere

[TLP-O] CharacterNameHere

Furthermore, TLP has two main Discords that serve the community as a whole:

- [TLP Main](#) --- For all cross-chapter events, leadership, and general use.
- [TLP Alliance](#) --- For any chapter that is looking to establish a formal alliance with other guilds under the TLPA banner.

All members of all our chapters should be treated like members of this chapter and vice versa. All our rules, conduct guidelines, off limit words or topics, etc. apply to all our chapters across our entire organization.

In the same thread, for example, if a [TLP-SO] asks you to change your behavior or to temper your attitude, that should be the same as if your chapters' Senior Officers were asking the same of you. These folks are here to protect the community and keep the peace as much as possible. So please respect **ALL** leaders (this chapters and other chapters) in their appointed authorities.

## **1.2.5 Removals**

### **1.2.5.1 Members**

Members can be removed by Senior Officers, Co-Guildmasters or Assistant Guildmasters, or Guildmasters if they show an unwillingness to correct issues that they have been previously reprimanded for.

We give members THREE strikes; on the fourth, they're removed. Members may face permanent or temporary demotions in the previous attempts to correct inappropriate behavior.

Proven thievery, hacking, or any action that can be taken legal action against is cause for immediate removal by leadership.



## 1.2.5.2 Officers

Officers can be removed by Co-Guildmasters, Assistant Guildmasters, or Guildmasters if they show a downright violation of any of our core values as a guild.

If an Officer violates our rules with provided proof, a Senior Officer or above can demote them off the leadership into Senior Members or Members, depending on their length of time in the guild. This is the first step in dealing with Officers that do not uphold our core values and counts effectively as "strike #1".

We give these officers, as now members, TWO additional strikes; on the fourth, they're removed. Members may face permanent or temporary demotions in the previous attempts to correct inappropriate behavior.

Proven thievery, hacking, or any action that can be taken legal action against is cause for immediate removal by leadership.

## 1.2.5.3 Senior Officers and Guildmasters (Main, Co, or Asst.)

Senior Officers, Co-Guildmasters (or Assistant Guildmasters), or Guildmasters can ONLY be removed from these positions by Founders. A Guildmaster cannot remove a Senior Officer from a chapter without consulting the Founders. These folks are usually appointed into those roles and have served TLP for many years to get there. Out of respect for their efforts, we ask all our leaders to please reach out to a Founder for discussions around issues with another leader.

Proven thievery, hacking, or any action that can be taken legal action against is cause for immediate removal by leadership.

## 1.2.6 Founders and Executives

Our Founders are: Danitsia, Beelzebubba (RIP), Demonic, and Olorin. In addition, Cips has become co-Founder as he has stepped in for Beelzebubba. If those names ever do show up in our Discords or games, know that they would be moved into very high-level positions almost right away, even if they do not play often. In Discord, they will have the "Founder" [TLP-F] tag associated with them.

Our executives are people that serve as officers or directors for "The Last Prophecy Gaming, Inc." and represent the core of who we are as community and a company. In Discord, the Chiefs and VPs have the "Founder" tag associated with them, the Directors will have "Board" tag associated with them, and Junior Directors are the GMs of active chapters already.

FOUNDERS are placed at the TOP level of all chapters IN GAME and IN DISCORD; essentially they are owners of the chapters and servers to protect our intellectual property.

## 1.3 RESPECT GUILD PARTICIPATION

### 1.3.1 Be Seen

It is important to be as active as possible while you can within the chapter you are a part of. By this we mean we want to see you participate in guild chat, Discord chats, and Discord voice chats. It's imperative to keep the guild active and it not only helps recruitment and growth but unifies us as "one family".

Get to know people you do not know, that's the core of what TLP has done over the last 20+ years.

### 1.3.2 Be Helpful

We should not have to tell our members to be HELPFUL. To be part of a guild is to want to achieve common goals together. We do this by making a concentrated effort to be helpful, not just to each other, but also to everyone in our alliance, faction, and general game population.

This does not mean that you have to censor yourself or curb the way you like to play games, but it does mean you shouldn't be actively trying to be a prick to those around you.

### 1.3.3 Guild First, Alliance Second, Faction Third

We expect our members to always be looking out for each other first. Guildmates should be seeking to invite other guildmates over allies, over faction-mates, over general players. When in doubt, follow this guideline: Guild > Alliance > Faction > Others.

We may develop guild-to-guild alliances with other players of our faction, developing close relationships with their members. If TLP New World launches an official [TLP Alliance](#) system, we will be using the [TLP Alliance Discord](#) server to coordinate any joint efforts (we do this to be able to give guild leaders of those allied guilds server management privileges that we cannot do with our chapter server). Allies can and will be invited into our TLP New World discord and will be tagged appropriately as such.

TLP New World will be choosing a faction that aligns with its principles, goals, and objectives for how we want the guild to develop within the game. This game is a Faction vs. Faction game and as such, we fully expect to see our members put the interest of their faction-mates before that of any other faction.

### 1.3.4 Contribute

TLP New World is a game that depends on the contributions of all members to a common Faction goal. Gold is the number one most needed resource to be able to control territories and mount defenses against rival faction attacks. As such all members are required to contribute 1000 gold per week to the guild treasury if you are part of

TLP1 (TLP main guild). Other versions of TLP may be required to be spun up due to the 100 member limit, and the contributions for those other versions may be smaller than for the main guild.

### 1.3.5 Signup for Events

All faction-based events will have a signup both in game and on our [TLP New World Master Spreadsheet](#). You need to be able to sign up to both.

All signups are open to ALL members equally. Selection to be part of a faction war will be made based on the necessary roles, weapon mastery levels, and availability. The GM will review signups and comments made to ensure members are given equal chances to participate.

### 1.3.6 Follow the Rules

We expect all members to follow the rules as posted in [Section 1.1](#) of this charter, but also on the [#guild-info](#) channel of the chapter's Discord server.

### 1.3.7 Player vs. Player

Always remember that when you PvP, you are representing the guild as a whole. While we welcome the uhhh "sh\*t" talking that normally happens between people that PvP, what we do ask is that you keep it to GAME-BASED sh\*t talking, don't take it as far as personal attacks. If another guild does that to us, do not engage in similar behavior and just bring it back to the game or take it to private messages. You also have the option to engage an officer or above to help you if it escalates to a level of "bullying", which we will quickly address.

### 1.3.8 Activity Requirements

For the first 90 days of game play, we want people to commit to playing at the amount that they submitted to in their updates, even if its just a few hours. It's important to let us know when you're going to be needing to scale back or ramp up by submitting your [guild member updates](#).

### 1.3.9 Vacations and Extended AFK's

If you are going to be away for an extended period of time and you do not want to be kicked for inactivity, please ensure you sign yourself as away in the VACATION TRACKER sheet of the [TLP New World Master Spreadsheet](#).

## 1.4 RESPECT THE IRL

### 1.4.1 Check the Attitudes

We all understand that people's real lives can be hectic, difficult, or stressful. We're here for you and will be happy to hear you out, engage with you, and try to help when we

can. We do ask that members try not to take things out on other members and be aware of your own feelings and how they may be taken by others.

#### 1.4.2 IRL First

TLP has always been a guild that respects the real life commitments of our players. If an emergency comes up, please be sure to tell your captain, apprentice, officer, or above and we will always respect that.

We ask that our members also be respectful that people have lives outside of the game.

#### 1.4.3 Streamers @ Heart

TLP maintains a close partnership with Twitch. We have an official [TLP Stream Team](#) on Twitch that you are welcomed to join us if you are a streamer. We also keep a "chapter" website for our Streamers as well, linked from our [Main TLP Website](#).

#### 1.4.4 TLP Gives Back

TLP has always been a community that thinks of how we can impact others. We are actively involved in supporting the following charities:

- [Cystic Fibrosis Foundation](#)
- [Appreciate Every Breath Foundation](#)
- [Extra Life](#) by The Children's Miracle Network
- [1UpOnCancer Foundation](#)
- [Stand Up To Cancer Organization](#)
- [St. Jude's Children's Hospital](#) | [Play Live for St. Jude](#)
- [Human Rights Campaign](#)
- [Transgender Law Center](#)

## 2 GUILD ORGANIZATION/HIERARCHY

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### 2.1 TRIAL MEMBERS

Any member invited into TLP is set at the "Settler" status in game and are tagged in Discord with the 9-[TM] tag.

#### 2.1.1 Prerequisites

We must have an application filled out for each member that joins TLP that at least gives us your Discord ID# and your email address. All applications are sent to [app\\_new@tlp-guild.com](mailto:app_new@tlp-guild.com) --- all guild leaders and council members have access to that email to review applications.

## 2.1.2 Privileges

TLP Trial Members get open access to guild chat and Member Channels on Discord.

## 2.1.3 Duties

Your primary job as a Trial Member is:

- 1) Follow the rules.
- 2) Be seen in guild chat, Discord chat, and Discord voice chats.
- 3) Provide 1,000 gold per week to the treasury.

## 2.1.4 Advancement

To advance your rank with TLP, you will need to be part of the guild for a full 30 days from the time we received your first application. In addition to the 30 days, you must have also kept a pristine reputation with other guild members. You may be held back from a promotion by a Senior Officer or above if you have broken any of our rules.

## 2.2 MEMBERS

Any member that has been invited to TLP and has either a) passed their trial or b) been a member of any of our other chapters is set to the "Settler" status in game and are tagged in Discord with the 8-[FM] tag.

### 2.2.1 Privileges

TLP Full Members get open access to guild chat and Member Channels on Discord.

### 2.2.2 Duties

Your primary job as a Full Member is:

- 1) Follow the rules.
- 2) Be seen in guild chat, Discord chat, and Discord voice chats.
- 3) Provide 1,000 gold per week to the treasury.
- 4) Mentor Trial Members.

### 2.2.3 Advancement

To advance your rank with TLP to senior member, you will need to be part of the guild for a minimum of 6 months from the time we received your first application. In addition to the required time, you must have also kept a pristine reputation with other guild members. You may be held back from a promotion by a Senior Officer or above if you have broken any of our rules.

TLP Full Members can be selected as Apprentices or Captains, thus becoming part of the Global Council, should their skills and availability align with the duties of apprentice or captain.

TLP Full Members of any chapter become TLP Full Members of the community once they meet the requirements above inside any chapter they belong to.

## 2.3 SENIOR MEMBERS

Any member that has been invited to TLP and has either a) been part of this current chapter for 6 months or b) been elevated to senior member of any of our other chapters is set to the "Settler" status in game and are tagged in Discord with the 7-[SM] tag.

### 2.3.1 Privileges

TLP Senior Members get open access to guild chat and Member Channels on Discord. Optionally, Senior Members can be tagged as Council Members if they want to be sought for advice on leadership topics. If they are elevated to Council, they get access to the Chapter Leadership Channels on Discord.

### 2.3.2 Duties

Your primary job as a Senior Member is:

- 1) Follow the rules.
- 2) Be seen in guild chat, Discord chat, and Discord voice chats.
- 3) Provide 1,000 gold per week to the treasury.
- 4) Mentor Trial and Full Members.
- 5) Optionally, provide counsel to leadership.

### 2.3.3 Advancement

To advance your rank with TLP to Officer in a chapter, you will need to be part of the COMMUNITY for a minimum of one year from the time we received your first application into any of our chapters. In addition to the required time, you must have also kept a pristine reputation with other guild members and/or previous chapters. You may be held back from a promotion by a Senior Officer or above if you have broken any of our rules.

TLP Senior Members can be selected as Apprentices or Captains, thus becoming part of the Global Council, should their skills and availability align with the duties of apprentice or captain.

TLP Senior Members of any chapter become TLP Senior Members of the community once they meet the requirements above inside any chapter they belong to.

## 2.4 CAPTAINS

Captains are TLP members that are tasked with Player vs. Player specific responsibilities within the guild that help prepare, manage, and lead teams for territorial wars and Faction-vs-Faction events. Captains report to the War General, who is in charge of the PvP event as a whole. They can be selected from Full Members and above but must have

proven PvP leadership skills. Captains of TLP New World are set to the "Officer" status in game and are tagged in Discord with the 6-[CAPT] tag.

## 2.4.1 Privileges

TLP Captains get open access to guild chat and Member Channels on Discord. In addition, they become part of the Council and thus have access to the Chapter Leadership Channels on Discord.

## 2.4.2 Duties

Your primary job as a Senior Member is:

- 1) Follow the rules.
- 2) Be seen in guild chat, Discord chat, and Discord voice chats.
- 3) Provide 1,000 gold per week to the treasury.
- 4) Mentor Trial and Full Members.
- 5) Optionally, provide counsel to leadership.
- 6) Work with the War General to prepare, manage, and lead PvP events.

## 2.4.3 Advancement

To advance your rank with TLP to Officer in a chapter, you will need to be part of the COMMUNITY for a minimum of one year from the time we received your first application into any of our chapters. In addition to the required time, you must have also kept a pristine reputation with other guild members and/or previous chapters. You may be held back from a promotion by a Senior Officer or above if you have broken any of our rules.

TLP Officer roles will be considered from our Apprentices or Captains first.

TLP Offices of any chapter become TLP Officers of the community once they meet the requirements above inside any chapter they belong to.

## 2.5 APPRENTICES

Apprentices are TLP members that are tasked with very specific responsibilities within the guild that help and aide in the upkeep of the guild itself. By breaking down tasks and allowing members to help where they can, without taking on the full responsibility of Leadership, they can contribute and help our leaders also not get overwhelmed by doing everything themselves. They can be selected from Full Members and above. Apprentices of TLP New World are set to the "Officer" status in game and are tagged in Discord with the 5-[APT] tag.

## 2.5.1 Privileges

TLP Apprentices get open access to guild chat and Member Channels on Discord. In addition, they become part of the Council and thus have access to the Chapter Leadership Channels on Discord.

## 2.5.2 Duties

Your primary job as an Apprentice is:

- 1) Follow the rules.
- 2) Be seen in guild chat, Discord chat, and Discord voice chats.
- 3) Provide 1,000 gold per week to the treasury.
- 4) Mentor Trial and Full Members.
- 5) Optionally, provide counsel to leadership.
- 6) Complete the tasks that have been assigned to you every week.

## 2.5.3 Advancement

To advance your rank with TLP to Officer in a chapter, you will need to be part of the COMMUNITY for a minimum of one year from the time we received your first application into any of our chapters. In addition to the required time, you must have also kept a pristine reputation with other guild members and/or previous chapters. You may be held back from a promotion by a Senior Officer or above if you have broken any of our rules.

TLP Officer roles will be considered from our Apprentices or Captains first.

TLP Offices of any chapter become TLP Officers of the community once they meet the requirements above inside any chapter they belong to.

## 2.6 CHAPTER OFFICERS

Chapter Officers in TLP have very specific leadership roles within the chapters we game in. Typically, we have various Officers that lead several key efforts in the guild. These Officers are the ones that pick Apprentices to help them with the tasks that are needed to get done in their respective charges. They can be selected from Senior Members and above. Officers of TLP New World are set to the "Consult" status in game and are tagged in Discord with the 4-[O] tag.

### 2.6.1 Privileges

TLP Officers are part of Leadership, thus they get access to the Leadership chat channels get open access to guild chat and Member Channels on Discord. Officers also get moderation rights on most of our Discord channels, as well.



## 2.6.2 Duties

Your primary job as an Officer is:

- 1) Follow the rules.
- 2) Be seen in guild chat, Discord chat, and Discord voice chats.
- 3) Provide 1,000 gold per week to the treasury.
- 4) Mentor Trial and Full Members.
- 5) Provide counsel to leadership.
- 6) Attend Leadership meetings when scheduled.
- 7) Manage the specific area that you have been assigned to.
- 8) Oversee all apprentices and/or captains that report to you.

## 2.6.3 Advancement

To advance your rank with TLP to Senior Officer in a chapter, you will need to be part of the COMMUNITY for a minimum of two years from the time we received your first application into any of our chapters. In addition to the required time, you must have also kept a pristine reputation with other guild members and/or previous chapters. You may be held back from a promotion by a Senior Officer or above if you have broken any of our rules.

TLP Officer roles will be considered from our Apprentices or Captains first.

TLP Offices of any chapter become TLP Officers of the community once they meet the requirements above inside any chapter they belong to.

## 2.6.4 Officer Types

### 2.6.4.1 Recruitment Officers

Recruitment officers assist the Senior Officers in charge of memberships to our guild chapter for New World in doing very specific things too boost our ranks.

This includes but is not limited to:

- Help the Recruitment Senior Office create and develop recruitment strategies for the chapter.
- Posts on forums.
- Posts to in-game chat channels.
- Hosting interviews with possible new members.
- Reviewing guild applications.
- Assigning roles to new members on Discord.
- Getting new members to submit their first updates.
- Manage Recruitment Apprentices.

## 2.6.4.2 Social Events Officers

Social Events Officers are in charge of creating in-game and out-of-game events that all our members and allies can participate in to build our social connections between members and allies beyond the game. We expect our Social Events Officers to:

- Help the Community Events Senior Officer with creating and developing social events for guild members and allies.
- Manage the Guild Calendar.
- Post upcoming events in Discord and in the Covenant Faction Discord.
- Lead the events when they are happening.
- Establish the rules by which members and allies will operate.
- Post public events in all the Discords and Websites that hold the main audiences for New World.
- There are no Social Events Apprentices for this position.

## 2.6.4.3 Alliance Officers

Alliance Officers are in charge of the necessary relationships that need to be built with other guilds that are part of our chapter's same faction. New World is dependent on the unification of a single faction around a goal. The tasks we expect out of our alliance officers include but are not limited to:

- Help the Guild Management Senior Officer with creating and developing alliance strategies.
- Seeking our guild leaders of other faction guilds to establish a rapport.
- Inviting guilds to join the Covenant Faction Discord.
- Setting up meeting with other guild leaders and our leadership to find common ground to cooperate.
- Dealing with issues between guild members and allied members.
- Escalating issues with allied guild leadership when necessary.
- Managing Alliance Apprentices.

## 2.6.4.4 Administration Officers

Administration Officers help to upkeep the membership dashboards and administrative documents that help us organize and upkeep the guild. Their tasks can include:

- Help the Guild Management Senior Officer with creating templates to use and organize existing data into a presentable dashboard.
- Input the guild updates into the main roster dashboard every two weeks.

- Work with the PvP Officers to help and assist with Outpost Rush, City Sieges, and Roam Teams signups and/or organize selected members.
- Track guild management objectives.
- Manage Administration Apprentices.

#### 2.6.4.5 Streaming Officers

Streaming Officers help our guild members to get started with streaming, grow their viewership, and troubleshoot any problems or issues. We expect them to be able to:

- Assist members with the setup of their channels on Twitch or YouTube.
- Help members configure their OBS, Streamlabs, or StreamYard for the best performance they can achieve with their equipment and connection.
- Be available for members to help them ask questions or troubleshoot issues.
- Provide ideas and suggestions to members looking to grow their channels.
- There are no Streaming Apprentices for this position.

#### 2.6.4.6 Crafting Officers

Crafting Officers help to organize and coordinate all the guild's crafting efforts and provide the members with knowledge, tips, tricks, and help to guide new crafters. Their tasks can include but aren't limited to:

- Keep their own crafting up at high levels.
- Contribute to our website in TLP Strats to provide members the guidance they need on your chosen craft.
- Reach out to members that express an interest in crafting and guide them to get started.
- Provide answers to questions when members feel stuck with their crafting progression.
- Manage Crafting Apprentices.

#### 2.6.4.7 Gathering Officers

Gathering Officers help to organize and coordinate all the guild's gathering efforts and provide the members with knowledge, tips, tricks, and help to guide new gatherers. Their tasks can include but aren't limited to:

- Keep their own gathering up at high levels.
- Contribute to our website in TLP Strats to provide members the guidance they need on your chosen gathering skill.

- Reach out to members that express an interest in gathering and guide them to get started.
- Provide answers to questions when members feel stuck with their gathering skill progression.
- Manage Gathering Apprentices.

#### 2.6.4.8 PvE Officers

PvE Officers lead our members through the expedition dungeons and world encounters that are part of New World, which can be very difficult at times. This role requires a lot of patience and an instructive attitude. As a Dungeon Officer you will be expected to:

- Keep your own skills at top level.
- Research how the different classes contribute to a successful dungeon/encounter run.
- Run dungeons regularly with other guilds/groups to learn new techniques.
- Teach our people the strategies and class makeup that will get them through the dungeons/encounter they need to complete.
- Contribute to our website in TLP Strats to provide members the guidance they need on each dungeon/encounter in the world.
- Provide answers to questions when members want to create their own dungeon/encounter groups.
- Keep decorum, professionalism, and calm when groups are challenged or face some trouble. Its best to end the run before you get too frustrated.
- Manage PvE Apprentices.

#### 2.6.4.9 PvP Officers

PvP Officers handle three distinct categories: Roam Teams, Outpost Rush, and City Sieges. These positions are probably some of the guild's most important since New World is largely a PvP game. For each of these we will need a PvP Officer that can focus solely on that category. Our PvP Officers will need to:

- Keep your own skills at top level.
- Serve as PvP Captains for Outpost Rush and City Sieges under the PvP Senior Officer, who functions as the General of these encounters.
- Research how the different classes contribute to a successful PvP engagement at the 5v5 level, in Outpost Rush, or in attacking or defending City Sieges.
- Run PvP engagements regularly with other guilds/groups to learn new techniques.

- Teach our people the strategies and class makeup that will get them through successful Outpost Rush and City Sieges.
- For 5v5 Roam Teams, work with the group captains to help them get better.
- Contribute to our website in TLP Strats to provide members the guidance they need for Outpost Rush and City Sieges.
- Provide answers to questions when members want to sign up for Outpost Rush and City Sieges.
- Keep decorum, professionalism, and calm when groups are challenged or face some trouble. Its best to end the run before you get too frustrated.
- Manage PvP Apprentices.

## 2.7 SENIOR OFFICERS

People that are very familiar with TLP policies and typically have ***two years*** of TLP Community Officership under their belt. They may be serving in an actual officer-ship position or not. They are trusted members of the GM of CGM/AGM and can help serve in decision making processes, participate in votes of major community policy changes, and more. They assist all Officers in any way they can with their duties. They are subject to their superiors' decisions. It is recommended by the TLP founders that each chapter have a minimum of two and a maximum of five senior officers, whichever would provide an odd number of voting powers to the guild (GM and CGM/AGM counts as a voting power). They are appointed by GMs, CGM/AGMs, and FOUNDERS by vote and must be nominated to become an SO. In the event both CGM/AGM and GM are away simultaneously, and another CGM/AGM cannot be appointed in the interim, a SO can keep current policies and activities running only in a temporary/short term manner. Senior Officers of TLP New World are set to the "Consul" status in game and are tagged in Discord with the 3-[SO] tag.

### 2.7.1 Privileges

TLP Officers are part of Leadership, thus they get access to the Leadership chat channels get open access to guild chat and Member Channels on Discord. Officers also get moderation rights on most of our Discord channels, as well.

### 2.7.2 Duties

Your primary duties as a Senior Officer for this chapter are:

- 1) Oversee the officers, meeting with them regularly (weekly) on a one-to-one basis.
- 2) Step in to perform the duties of an officer when they are away or when the position is left vacant.
- 3) Report any issues or concerns from officers to the CGM/AGM's and GM.

- 4) Nominate any officers that would be a good fit for promotion to Senior Officer.
- 5) Replace officers as required for vacancies.
- 6) Alongside (and with the permissions of) the GM and Co-GM's, promote a member to officer status.
- 7) As Senior Officer, you are required to serve in an advisory role to other chapters as your time allows. Help provide guidance and mediation wherever possible.

### 2.7.3 Advancement

To advance to Co-Guildmaster or Assistant Guildmaster, you must at minimum have three years of experience as Senior Officer and have your guildmaster nominate you.

Once you are nominated, you will have an interview by all the other chapter GM's and CGM/AGM's.

The results of the interview will be given to your GM within 30 days of your nomination.

If your nomination is rejected, you cannot re-apply for a period of six months, minimum.

### 2.7.4 Senior Officer Types

#### 2.7.4.1 Recruitment Senior Officer

The Recruitment Senior Officer works for the more global organization and provides strategic direction and content development to attract new members to the chapter.

#### 2.7.4.2 Community Events Senior Officer

The Community Events Senior Officer works for the more global organization and provides strategic direction and content development, along with using organizational funds to cover costs for social events that are held either in-game or out-of-game for our chapter (and community) members and allies.

#### 2.7.4.3 Guild Management Senior Officer

The Guild Management Senior Officer works for the more global organization and provides strategic direction and content development around how to manage each chapter that sits under the TLP tag. This includes Administration, Alliances, Streaming, Crafting, Gathering, and other guild management topics. They help keep the guild well organized and running smoothly and also assist to resolve issues between members, leaders, and allies.

#### 2.7.4.4 PvE Senior Officer

The PvE Senior Officer is in charge of all the guild's PvE efforts in-game. They are in charge of the PvE Officers for both dungeons and world encounters.

#### 2.7.4.5 PvP Senior Officer

The PvP Senior Officer is in charge of all the guild's PvP efforts in-game. They are in charge of the PvP Officers for each of the three PvP categories: Roam Teams, Outpost Rush, and City Sieges.

## 2.8 CO-GUILDMASTER OR ASSISTANT GUILDMASTER

People that can function fully as a Guildmaster in totality in the absence of a GM or if the GM is busy assisting with TLP community activities or duties are known as Co-Guildmasters (CGM) or Assistant Guildmasters (AGM). To become a CGM typically they must have at least **three years** of TLP Community Officership under their belt. They have the power to help appoint senior officers, and assist senior officers in their assigned duties, vote on policy changes, etc. It is recommended a guild have at least one CGM and no more than five, with voting numbers maintained at an odd number. CGM's may serve as CGM's in various chapters across our TLP Community. However, they are still subject to the decisions of the Game/Chapters' GM.

**NOTE:** The only real difference between a CGM and an AGM is that a CGM has all the same "in game" rights as the GM does (some games allow for that), and an AGM has almost all the same "in game" rights as the GM with the exception of demoting the GM. These terms are interchangeable within the chapters.

### 2.8.1 Duties

Your primary duties as a Co-Guildmaster or Assistant Guildmaster for this chapter are:

- 1) As CGM or AGM, your primary duty is to assist your GM in the continuous progression of this chapter.
- 2) In the absence of a GM, you function and have every right that the GM would make decisions as needed.
- 3) You oversee the Senior Officers to ensure they are doing their jobs. Some SO's may have specific duties, others serve more as "Jacks of all Trades". Either way, all must be performing their agreed-upon duties.
- 4) Step into the role of officerships that are vacant when required to alleviate the burden on the Senior Officers, should they get too tangled with work. Meet with them regularly to ensure one isn't doing 80% of the work, while the other is only doing 20%.
- 5) Attend all leadership meetings across chapters whenever possible and keep up to date on the happenings of the other chapters. Establish good relationships with your counterparts in other chapters.
- 6) As Co-GM or AGM, you are required to serve in an advisory role to other chapters as your time allows. Help provide guidance and mediation wherever possible.

### 2.8.2 Advancement

- a) To advance to Guildmaster, you must at minimum have TWO YEARS of experience as Senior Officer or Co-Guildmaster and have an executive or Founder nominate you. However, it is recommended you have three years served in an officership position (standard, senior, or co-lead) to apply.
- b) Once you are nominated, you will have an interview by all the other chapter GM's and Co-GM's.
- c) The results of the interview will be given to you directly within 30 days of your nomination.
- d) If your nomination is rejected, you cannot re-apply for a period of six months, minimum.

## 2.9 GUILDMASTERS

Typically nominated to be guildmaster by the Founders, they usually have at least ***four years*** of TLP Community Officership under their belt. They are the ones that set up the chapter's structure, guidelines, charter, rules, and establish tools for members to use. He/she is responsible for setting up Trinity Votes when needed with their respective Co-GMs, or SO's in the absence of a Co-GM. They are also responsible for all Senior Officers, Officers, Raid Leaders, Class Leaders, and Squad Leaders --- they much ensure that these folks are doing their jobs.

### 2.9.1 Duties

- a) Set the guild's structures and policies. Then make sure to enforce those policies across the board.
- b) Ensure the continuous growth and progress of the chapter.
- c) Promote fair play and diversity.
- d) Show no favoritism towards friends, family, or significant others. What applies to one, applies to the whole.
- e) In case that there is no agreement on a policy or structure change, the GM will initiate a "Trinity Vote". He/she can call in other CGM's or GM's from other chapters to do so.



## 2.9.2 Advancement

- a)** Guildmasters are optionally invited to become part of the Board of Directors for The Last Prophecy Gaming, Inc. as Junior Directors.
- b)** To advance into a more permanent Director position, you must have at least served for three years as guildmaster of a chapter in TLP.
- c)** To do so, there must be a corporate need, you must have the skillset & experience, and be nominated by the Chief Executives.
- d)** Directors and Executives receive a pay grade that is equal to but not more than the average national wage for related work.

## 3 COMMUNITY CONTACTS

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