Documentation to use AstroDAO for managing social account

How to manage social account with many people involved ?

The purpose is to use AstroDAO (https://app.astrodao.com/my/feed) and this document will show you a step by step way to do so. If you are asking what is AstroDAO check this page : https://github.com/near-daos/astro-ui/wiki/DAOs#what-do-you-need-to-create-dao.
Everything done in this doc will be adaptable for each associations. Obviously there is a governance part, will depends on your own rules.

What the association must answer before beginning ?

Who is in the council ?
The council is the main decision maker and might be the core of the association. In general council has all powers in the DAO. It might be founders, most involved people and confident people.

Who can vote ?
There are many kinds of proposals and for this documentation we will use 4 of them (Poll, AddMemberToGroup, RemoveMemberFromGroup, Bounty). Regards to the association politic you might to decide who must come in what group.
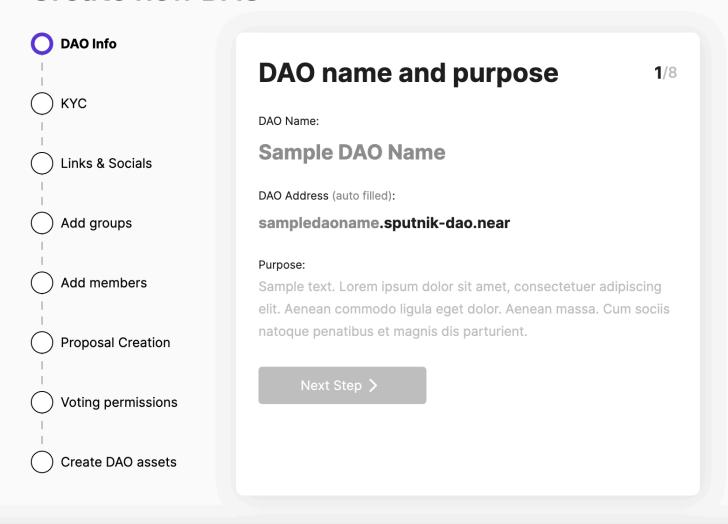
What groups for what usages ?
Each group can has different rights than other and association must to decide it before to launch its DAO.

Who can post proposal ?
In general it is the council who creates proposals. Firstly because it costs **0.1 Near** by proposals and secondly to reduce spamming or not related proposals. To see details about proposals you can check : https://github.com/near-daos/astro-ui/wiki/Proposals#proposal-types.

DAO Creation

After all of theses questions are answered the DAO can be created at : https://

Create new DAO

- ○ **DAO Info**
- ○ KYC
- ○ Links & Socials
- ○ Add groups
- ○ Add members
- ○ Proposal Creation
- ○ Voting permissions
- ○ Create DAO assets

DAO name and purpose   1/8

DAO Name:

Sample DAO Name

DAO Address (auto filled):

sampledaoname.sputnik-dao.near

Purpose:

Sample text. Lorem ipsum dolor sit amet, consectetuer adipiscing elit. Aenean commodo ligula eget dolor. Aenean massa. Cum sociis natoque penatibus et magnis dis parturient.

Next Step >

app.astrodao.com/create-dao-new?step=info.

For the purpose of the demo a DAO was created : https:// testnet.app.astrodao.com/dao/association.sputnikv2.testnet. You can check proposals to see what looks like.

What logic may you implement ?

Three steps

1. Post itself

You want to make a post. So you will create a `poll` proposal where you can tell :
- What social network ? (In theses examples it's Twitter)
- What do you want to say ?
- When do you want to post it ?

Comments are allowed in AstroDAO, so you can discuss about post below.
Here community and council (and all allowed members) will vote to decide if this post is good.
If it is validated, you can go to the next step.

2. Who will make it ?

First Time : Create a new group with a council member inside (the member is not important but necessary to create one). This member has to stay inside

3.

Details about bounties functioning : https://twitter.com/AstroDao/status/1513887176685240322?s=20&t=hdpRlFBvunorH8XCllT-8g

How Bounties work

1.
Council creates **a bounty proposal** and votes for it.

2.
Once a bounty is **created** - everyone can **claim** it.

3.
When the user is about to finish the bounty, he creates **a bounty done proposal** kind.

4.
If the council **accepts** the work, they **vote** for this proposal.

5.
Once the proposal is **approved**, user receives a **payout**.