Bloxton Hotels head guide - Confidential

Introduction:

Hey there! Congratulations on your position as a head! I surely think that your hard work paid off! If you're reading this I'd like to say to NOT leak this document as it has confidential stuff that only MRs should know. This was made by dcrlinng and aIenqa. If you ever have questions about this document you're more than welcome to ask me or Alena about it! In this document we include: shifts, session claiming, claiming delay, portals, requirements, alliance visits, channels, potential threat, media and major trolling/glitching.

Shift:

As you may know shifting as an MR is pretty much different as shifting as an LR. You will now have moderator permission (commands) at the hotel. For trollers that have 2 warnings you NEED to check if the warnings were valid or invalid. If the warnings were valid, clear their warnings with the ":clearwarn user" command and kick them with the reason for example: ":kick user Max warnings.". If the warnings were invalid you just need to clear them.

Please make sure that you are NOT reporting while shifting as you need to be supervising the hotel.

Heads SHOULD take priority of the stations if there is any lack of any LR rank.

You should ask for permission to kick a staff member that did a staff offence but if they did a major offence you do NOT need permission to kick.

Session claiming:

As you already know to attend a session you should claim it. Most likely this looks complicated, let's simplify this. If you didn't know, you should attend 2 sessions weekly.

Reminder: activity requirements reset on *Mondays at 12:00 AM PST.*
If you haven't completed requirements yet, you can use "reqs" in #session-claiming twice a week but you can NOT claim while in a session. This will give you priority.
If you have completed requirements but want to help, use "claim".
Let's imagine that training starts at 11:40, so we can claim at 11:10:

assigning:

We can see "claim" or "reqs". Those who have not completed reqs have priority. Therefore we move them to the beginning of the list:
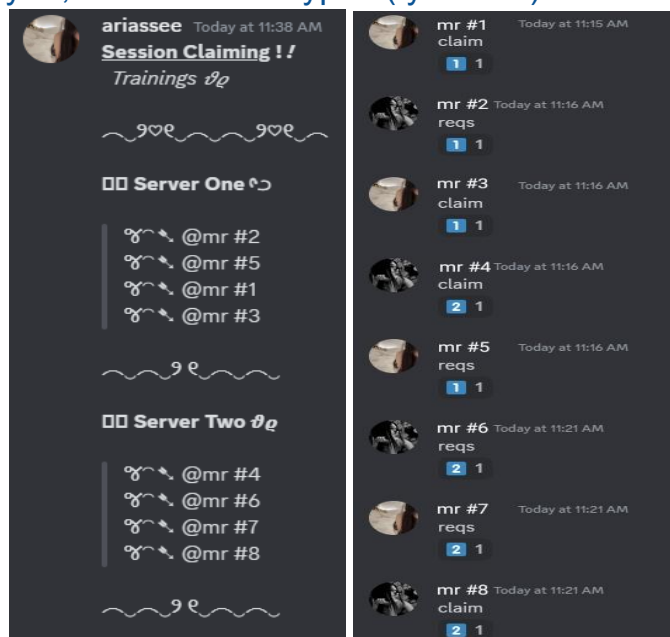S1: mr #2, mr #5, mr #1, mr #3
S2: mr #4, mr #6, mr #7, mr #8

- Why did you skip mr #6 & mr #7?
Priority works for 10 minutes only, as we can see they said reqs after 11:20!
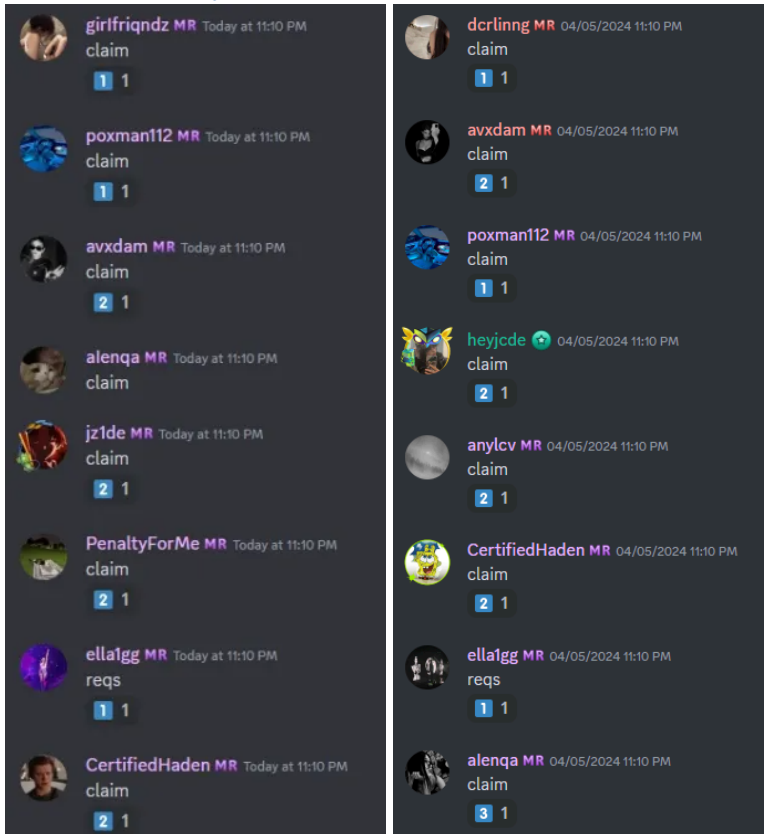
- When can I join?
You can join as soon as manager+ assigns you, there are two types (ty aria :3):

Claiming delay:

I'm pretty sure many have encountered this problem, you claimed but you were "skipped".

Don't worry, just reopen app and you will see your real position.

Extra info:

- If you are still assisting at session, then you can't claim next session, but you can do this after the host dismissed you!

- If you are on inactivity notice, you can't use "reqs", only "claim".

Portals:

We now log most likely everything of activity for example: shifts, sessions, tickets, etc. and we have formats for each one, here are examples of each one:

Shift | Time started - Time ended | Total time of shift | AFK time | Date
Example:
Shift | 5 AM BST - 5:30 AM BST | 30 | AFK: 0 | 13/08/2024
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Trainings | session time | Host & if there's a co-host too | date | which rank u trained/back-up/excess)
Interviews | session time | Host & if there's a co-host too | date
Example:
Trainings | 5 AM BST | Host: zeuvia Co-host: sydaeny | 13/08/2024 | excess
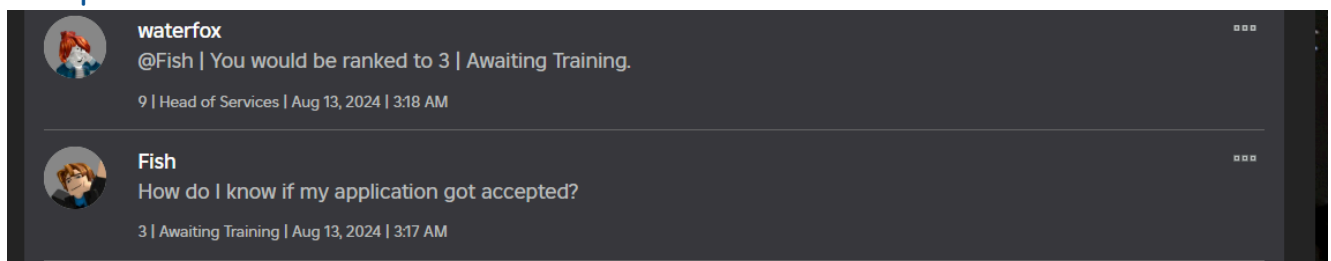Interviews | 5 AM BST | Host: maadosun Co-host: euomaa | 13/08/2024
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Number of tickets answered | date
Example:
8 tickets answered | 13/08/2024
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Group wall assistance | Proof
Example:
Group wall assistance:

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Reminder:
- For the group wall and tickets you may only log if you assisted them.
- The minimum shift time that can be logged is 15 minutes.
- You can either log as minutes or hours and minutes in your shift log for example: "65 minutes" or "1 hour and 5 minutes".
- Your shift time has to exclude the AFK time for example:
"Shift | 2 PM - 3:05 PM BST | 65 minutes | AFK: 5 | 13/08/2024".

Requirements:

With your new rank you will now have requirements that are 40 minutes shift and 2 sessions.

If you're on an IN (inactive notice) and you end on Friday, Saturday or Sunday you do not need to do requirements in that week, if your inactive notice ends on a Wednesday you need to do HALF of your requirements and if it ends on Monday or Tuesday you need to do full requirements.

Requirements resets at 12 AM **PST**.

If you do not log or false log anything it will result in consequences.

If you weren't able to do requirements due any reason you're more than welcome to DM an HR about it.

Alliance visits:

Now as an MR you can do more alliance visits and post them in #photo-gallery! When you're doing an alliance visit it's recommended using grammar and being professional. We also recommend using the MR uniform so the alliance knows from which one you are as most of our alliances have a lot more alliances. There's two ways that an alliance visit can happen: those are you going to the alliance game or them going to Bloxton Hotels! If anyone visits Bloxton Hotels and asks for a picture feel free to take one with other MRs+ and please make sure to be respectful and professional this also includes visits at our alliances. When you visit an alliance, if you're not sure what to say you can just say: "Hello! We're from Bloxton Hotels! Would you mind us taking a picture with your lovely workers? :)", of course this is only an example. I'm pretty sure they'd love to take one!

Channels:

Now as an MR you will have more channels those are: MR-rules, MR-annoucements, MR-louge, MR-discussion, MR-notices, MR-bot-commands, MR-memories, MR-game-nights, MR voice chat 1, MR voice chat 2 and MR music channel!

MR-rules: all the rules and expectations for MRs. There is also the MR assistance role where you react to a message and get it! (Every time someone creates a ticket you will get pinged).

MR-announcements: Announcements for the MR team.

MR-louge: A place to MRs+ talk.

MR-discussion: A channel where you're more than welcome to ask you questions about the game and opinions if something is a major offence, call a senior+ to ban, saying that you disconnected at a session, and so more information will be stated afterwards.

MR-notices: For resignations, inactive notices, username changes. The formats can be found in the pinned messages of that channel.

MR-bot-commands: A channel for commands this also includes for the music bot.

MR-memories: A wonderful place full of memories and you're more than welcome to post some in it!

MR-game-nights: Game Nights for MRs+.

MR-discussion:

In mrd you're able to ask questions if you're unsure about anything, and remember that head can NOT answer them.

You may also ask for permission to kick staff members if they did any staff offence but if they did a major offence you do not need permission. When you ask for permission to kick a staff member you should use the format: "username | reason (ptk)" so whenever another head needs to kick the exact same person they can search and if someone already gave permission kick.

When calling for a senior to ban you should use the format: "username | reason | proof @senior/hr assistance", you're more than welcome to ping seniors+ if no one replies in 5 MINUTES then you may ping a senior+ who does NOT have the do not disturb mode on.

Potential threat:

Potential threat is leaking MR+ information or being a threat to operations.

For leaking you can count everything that is not accessible to non-mrs, examples:
- MR rules
- Info from #mr-announcements
- Info from lookbooks

You can also kick for anything that could harm our community, examples:
- Doxing (even if they mention what seems like a fake info/address)
- Threatening to dox
- Some alts (read below ⬇)
Not all alt accounts, but the ones I list below:
- alldb (announcements: link1 link2)
- crash bots (announcements: link1 link2)

If you aren't sure, don't be afraid to ask in mrd!

Media:

There are 3 channels in total: #photo-gallery, #fanart & #vintage-photos
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#PHOTO-GALLERY:
You're allowed to post anything related to Bloxton, examples:
✅: Pictures from shifts, trainings, interviews, events, gamenights, alliance visits
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#FANART:
You're allowed to post fanarts related to Bloxton, examples:
✅: Arts, gfxs
🚫: Do not post pictures that didn't have time or effort put into them. example1 example2

#VINTAGE-PHOTOS:
You're allowed to post photos that were taken before 2020 related to Bloxton.

If you are not sure if you can post, you can ask in mrd!

Major trolling/glitching:

These two offenses are a little different from the others, they come from minor offenses, so more evidence is needed for them.

MAJOR TROLLING:

A quick reminder, major trolling is when someone was removed from the server twice for max warnings. If you want to report this, you will need logs(2 kick messages), warnlogs(4 warnings) and chatlogs(proof of trolling/minor spamming).
Example of valid report: link
If you miss anything, your report will be declined.

DIFFERENCE BETWEEN MINOR AND MAJOR SPAM:

Major spam is when someone's sending 3+ long paragraphs or 6 small sentences/words.
Minor spam is anything less than major spam. You can also warn them for minor spam if they don't send many messages at once, but with the time interval.
Examples of minor spam: link1 link2

MAJOR GLITCHING:

Major glitching is when someone was removed from the server twice for glitching. If you want to report this, you will need logs(2 kick messages), warnlogs(4 warnings) and video(proof of glitching).
Example of valid report: link1 link2
If you miss anything, your report will be declined.

Ending:

Thank you for reading. It's really appreciated. I really hope this helped you out with your new rank! Once again congratulations and I hope you have a wonderful journey! Any questions about the document or suggestions to add in it, feel free to contact me (dcrlinng) or Alena (aIenqa)!

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