Cyber Safety

How can I find out about my digital reputation?

Your digital reputation may be regarded as a reflection of who you are as an individual so it is important to be aware of what you say, do or post on Facebook, Twitter or any other social networking site.An easy way to find out about your digital reputation is to search online for yourself. One simple way you can do this is by putting your name into a search engine like Google. Here are other search engines you can use.
www.Pipl.com
www.Wink.com
www.PeekYou.com
www.NetTrace.com.au

Consider the following when examining your digital reputation
- Am I happy with what has presented itself online about myself?
- Is there anything that has surprised me?
- Would I be happy for my parents to see this content?
- Would I be happy for my boss or a potential employer to see this information?
- Am I happy with the digital images of myself that are freely available online and do they accurately portray the image I want others to view me as?
- If this information was presented to you as a stranger, what would you think of them? Would you be their friend? Would you employ them?

Consider this
- When sending messages, check you are sending the message to the right person before you press send.

- Get into the habit of doing something for a few seconds or minutes (like getting a drink of water) BEFORE responding to messages that are upsetting or confronting.

- Remember there is a person (or group of people) who will receive your communication so don't be rude or offensive.

- Everything you do online and share for example videos, pictures, text is being tracked or stored somewhere and could be accessed in the future.

- If unsure, keep communication online professional ensuring accurate spelling and grammar as poorly worded, misspelled messages make an unfavourable impression.

- If you decide to meet someone offline you have been communicating with online, you should **at the very least**

    – Take a friend with you

    – Let an adult know where you are going, who is going with you and when you will be back

    – Have your mobile phone on, charged and with credit.

Passwords
Passwords not only protect your information, but also the information you have on your phones and computers about your friends and family.

Here are some useful guiding principles for password protection

Consider this

- Learn how to password protect all your devices.

- Never share your passwords with others. Whilst you may only share your password with someone you trust, relationships can change.

- Make sure you change your passwords regularly.

- Make passwords easy for you to remember but tough for someone else to work out – here is an example: 'Mary had a little lamb' – could make the password M1H2A3L2L1

- Don't use the same password for everything. If you find it difficult to remember different passwords use a base password but change it slightly each time. For example you could use MHLL (Mary had a little lamb) but change the numbers to M5H10L15L20

- To create a strong password you should:

- Use a password that is at least six characters long

- Have numbers and letters

- Have uppercase and lowercase letters

- Contain special characters

- Write it down somewhere safe

Log out of everything properly, rather than just closing things down.

Privacy settings
Privacy Settings allow members and groups to control who can access their profiles, information, connections and spaces, as well as determining degrees of access. Different social networks like Facebook, have a default setting. If you want to restrict this, it is necessary to manually change your privacy settings. There is usually an account settings button which allows you to change your settings. It is important to be aware of your own privacy settings to ensure you are in control of what personal information other friends and users can view and to guarantee the risks associated with your online interactions is reduced.

Consider the following

- For some social networking sites privacy settings return to the default setting (available to all) when a program update is installed. Regularly do a search of your digital reputation to make sure your privacy settings are accurate and you are not unwittingly sharing more information than you think.
- Use the 'View as" tool on Facebook to see what your timeline looks like to the public or a specific friend. To navigate to this tool, click on Privacy shortcuts - Who can see my stuff- What do other People see.

When setting your privacy settings, the following questions may be helpful

1. *Do I want my page to be visible by anyone or only my friends?*

2. *Do I want to accept friend requests from people I don't know?*

Use this 10 step slideshow to privacy settings online as a guide
http://www.computeractive.co.uk/ca/step-by-step/2129414/ensure-facebook-security-privacy-settings

Friending and Grouping

Many Social networking sites allow you to friend others. This is called friending. Many social networking sites also allow you to choose particular friends to be grouped. This is called grouping and is a function that allows a smaller network of friends to exist within the networking site.

Posting images

Social networking allows for images to be shared on your profile page. Posting images on Facebook for example allows people to add captions, tags, and locationsto these photos. It may therefore reveal personal information about yourself and others online.

Tagging

A tag is a word, or a group of words, assigned to a piece of information, such as a picture, article or video clip, that allows the user to describe the content of the item and to search and cross-reference information online. Tagging is also used on social networking websites such as Facebook to enable users to identify the people that appear in photos they upload and also to share this content with others.

Geotagging

Geotagging is a technical term that means the location of where you take photos is recorded as a part of the information about the photo. This is a feature of many expensive and inexpensive cameras and mobile phones. Without strict privacy settings, locations tagged in photos or posts may be shared publicly, alerting others of your location and the location of those who are with you.

Consider the following…

- Turn off Geotagging on all your devices (except if you are going on holidays and want to use this feature to record where images were taken)

- Check to make sure the photos you have loaded from your mobile phone onto your social networking sites, like Facebook, do not reveal too much information about you.

- Show your friends and family how to disable their geotagging function on their mobile phones.

Useful Clips and Conversation Starters

Facebook Fever: - http://www.youtube.com/watch?v=KV4PNwpqsCc

- Humorous clip about facebook settings, great one to watch then ask students to look at facebook settings
- Discuss searching in facebook (750 million users)
- Search for themselves online to see how secure their settings are – use google images, dogpile.com / pipl.com / wink.com

Where's Klaus: - http://www.youtube.com/watch?v=-IOOn2wR8bU
- Another funny clip aimed at parents – good one to say to students that you want to know where they go offline (because you care for their wellbeing) so why wouldn't you want to know where they travel online in order to keep them safe

Megan's Story:- http://www.youtube.com/watch?v=DwKgg35YbC4&feature=related

- Clip about sexting
- Good to discuss who is liable in this clip (Megan, all students who now have image on phone, students who sent it on, teacher if he does nothing with the image…)
- Criminally liable from the age of 10
- Child pornography does not only include naked images, also images scantilly dressed, posing provocatively
- We have had cases go through courts in Australia already around this issue
- Manditory reporting (all staff MUST report these incidences to the Police as it is breaking the law)

Virtual Global Taskforce: - http://www.youtube.com/watch?v=TG6-LbdSj5s&feature=relmfu

- Good one to chat about not knowing where your information could end up

Matt thought he knew: - http://www.youtube.com/watch?v=nDBDUX7KPT0&feature=relmfu

- One for boys (hard to find) about a young man meeting up with a predator online then offline…
- Ask each student to download onto laptops, oversee this to ensure it is done properly, follow the instruction, it is very simple
- http://www.dbcde.gov.au/online_safety_and_security/cybersafetyhelpbutton_download

Google: - http://www.youtube.com/watch?v=R7yfV6RzE30

- About how our private information is being harvested.
- Young people are usually very interested in this one
- Chat about the loss of control of private information online

The Bystander Effect: - http://www.youtube.com/watch?v=pMfNGG-pTzc&feature=fvst

- This is the MOST powerful media our centre has ever used with young people to encourage them to be positive bystanders and take action against bullying
- Talk about what it feels like when you are lonely or need help and people ignore you etc… discuss real actions which can be taken to support other students in need
- Hand our sheet provided by Mary which has a list of sites studetns can access to obtain information and support

Noticeboard: - http://www.youtube.com/watch?v=nOUu1fldBbI&feature=related

- Another one about the loss of control of personal information once it is online

Words hurt: - http://www.youtube.com/watch?v=amueaVHIZ6A

- If you wouldn't say it offline, what makes it okay to say it online?

Passive bystander support: - http://www.youtube.com/watch?v=nWJut7KQhI4&feature=related

- Good one to talk about supporting others in passive ways
- You don't need to step into a situation (remember to look out for your own personal safelty first)
- You could send the person a text message of support, chat with them in Facebook, stand beside them silently etc.

Everyone knows your name: - http://www.youtube.com/watch?v=XPMDX-ViVDs
- Another quite powerful clip, again looking at the loss of control of images once you load them online

Illuminate cyber bullying: - http://www.youtube.com/watch?v=l2Sg2CbrI34&feature=related

- Very simple clip really focusses on the notion that no one can MAKE you feel anything – at the end of the day your response to a situation is your choice.

Let's fight it together: - http://www.youtube.com/watch?v=nbGIwCJK7FM&feature=related

- Tells the story of a boy who is cyber bullied and what this felt like for him
- A bit long but quite good to discuss how this (and other forms) of bullying impacts on people
- Focus on what students can do to help themselves feel better (how do they access support)

Boys rating girls: - http://www.youtube.com/watch?v=sFh05lHfL_I

- One aimed at boys (they are hard to find) – about a boy who rates girls onlne and then finds out his sister was a target (family distress)
- Focus on 'think before you post' type of message, would you engage in this type of behaviour offline?
- Remind students they are never really anonymous online – IP address (google this one if you need to understand it better) EVERYTHING you do with technology is being tracked in one form or another

Tweeting spread: - http://www.youtube.com/watch?v=4-4Pi2kiVOM

- An interesting look at how quickly information spreads on the net