

Internet Safety Tips for Teens

- **Personal Information.** Don't give out personal information without your parents' permission. Remember, just because someone asks for information about you does not mean you have to tell them anything about yourself!
- **Screen Name.** When creating your screen name, do not include personal information like your last name or date of birth.
- **Passwords.** Don't share your password with anyone but your parents. When you use a public computer make sure you logout of the accounts you've accessed before leaving the terminal.
- **Photos.** Don't post photos or videos online without getting your parents' permission.
- **Online Friends.** Don't agree to meet an online friend unless you have your parents' permission. Unfortunately, sometimes people pretend to be people they aren't. Remember that not everything you read online is true.
- **Online Ads.** Don't buy anything online without talking to your parents first. Some ads may try to trick you by offering free things or telling you that you have won something as a way of collecting your personal information.
- **Downloading.** Talk to your parents before you open an email attachment or download software. Attachments sometimes contain viruses. Never open an attachment from someone you don't know.
- **Bullying.** Don't send or respond to mean or insulting messages. Tell your parents if you receive one. If something happens online that makes you feel uncomfortable, talk to your parents or to a teacher at school.
- **Social Networking.** Many social networking websites (e.g., Facebook, Twitter, Second Life and MySpace) and blog hosting websites have minimum age requirements to signup. These requirements are there to protect you!
- **Research.** Talk to your librarian, teacher or parent about safe and accurate websites for research. The public library offers lots of resources. If you use online information in a school project make sure you explain where you got the information.

Source: New York Public Library

<https://www.nypl.org/help/about-nypl/legal-notice/internet-safety-tips>

10 rules of netiquette for students

1. **Make sure identification is clear in all communications.** Begin with a salutation (“Hi, Jason!”)
2. **Review what you wrote and try to interpret it objectively.** When we speak face to face and are misunderstood, we have an on-the-spot opportunity to rephrase our words. In writing, we must strive twice as hard to be understood, as we do not have the benefit of modifying or elaborating in real time. All caps (“I’M SHOUTING”) and exclamation points (“Give me a break!!!”) can be misinterpreted as intense anger or humor without the appropriate context.
3. **If you wouldn’t say it face to face, don’t say it online.** When you’re working online, you’re safe behind a screen, but that’s no excuse to be ill-mannered or say things you would never say in public.
4. **Don’t assume everyone understands where you’re coming from.** Sarcasm and wit is often the spice of in-person conversation, but in online discussion, it can not only lose its edge, it can bite! During this project you will work with students from different cultures who have varied backgrounds, lifestyles and geographic locations. With this in mind, review what you wrote before contributing to the conversation and ask yourself, “Will *everyone* get the joke?”
5. **Don’t spam.** Please don’t take advantage of your connection with the other students in your online classroom to forward emails and links regarding your political/spiritual beliefs or to sell your services.
6. **Use emoticons.** In casual chatroom settings, emoticons can help convey feelings that may otherwise get lost in translation, including humor, exasperation, exhaustion and even confusion.
7. **Respect others’ privacy.** Don’t give out another student’s personal email address without permission.
8. **Remember, if it’s on the internet, it’s everywhere.** Don’t share personal information about yourself in a public online forum, especially something that could put your safety or security at risk.
9. **Follow the rules.** Online forums have rules of conduct. Make a point to read them every time.
10. **Forgive and forget.** If you’re offended by something another student says online, keep in mind that you may have misunderstood their intentions. Give them the benefit of the doubt.

Based on 10 rules of netiquette for students. The University of Texas at El Paso

<https://www.utep.edu/extendeduniversity/utepconnect/blog/october-2017/10-rules-of-netiquette-for-students.html>