**Social networks

In this situation, the following issues/ situations can be addressed:

•**What are social networks?**

•**What is a user profile?** Differences between open profile (any user can consult each other´s information) and closed profile (only some users have access to that profile information).

•What type of data can be published in a profile? Some data, such as personal tastes (movies, favorite actor and favorite books, etc.) that **do not compromise** our identity can be published. Data such as address, school, mobile number or photos, personal data ***can compromise the user's safety***.

•Which of you (in your countries) use social networks? Which networks? What do you do? Do you reflect on the information that you put on the network?

•What are the differences between "*real*" friends and "*virtual*" friends?

•What are the risks associated with online encounters that you have just met on a social network.

**Important: Some identities are false. Do not believe in everything that you read in a user`s profile.**

**Safe use of email

 In this situation, the following issues/ situations can be addressed:

How does email work?

Compared with traditional mail:

* messages cannot be retained after being sent, for example, so we must think better before sending them;
* a message can be sent to many users simultaneously. For example, with a click, a teacher can send information to all of his / her students;
* it is very easy to forward messages to third parties;
* the protection of the e-mail account is our password. If you give the password to others, even to friends, there is the risk that someone can send messages on our behalf;
* operating modes of the “To”, “Cc” and “Bcc” fields. The use of “Bcc” field, will prevent email addresses from spreading every time someone resends the message. This way we are fighting SPAM.
* Some unsolicited messages might contain links to websites that can infect our computer or jeopardize the security of our personal data( this is called phishing)

**Important:**

What is SPAM.

Spam is any kind of unwanted, unsolicited digital communication / messages sent out by unknown people. Messages must be deleted

**cyberbullying

In this situation, the following issues/ situations can be addressed:

What is cyberbullying?

What to do when you are a victim of cyberbullying?

* **Reach out** to your parents, a teacher, reporting the situation. There is no reason to suffer alone when you are the target of bullying. It is essential that students understand the importance of reporting these situations, without having to mention their names.

Do not take advantage of the “pseudo-anonymity” that technologies make it possible to send messages with offensive content.

Keep a record of the incident / save the offensive messages in case you ever need to prove what happened to the authorities. It is proof for the authorities to identify its authors.

**Don’t forward offensive messages to anyone** as they usually spread very quickly. The student must be aware that this action contributes to propagation

Do not respond or retaliate. We should not act in the same way as the aggressors, even if someone has already been a cyberbullying victim

Emails are not the only factors of cyberbullying. Social networks, mobile phones and other technological media networks are often involved and they must also be referred to in this discussion.

What measures can be taken to avoid / minimize the effects of cyberbullying?

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Online games

In this situation, the following issues/ situations can be addressed:

* What are online games?  What type of games do you play in your country? Are they online? Which games?
* What is a *griefer*? How to deal with a griefer?
* Some precautions:
	+ Avoid providing personal information (name, address, contacts, etc.);
	+ Use *nicknames and avatars,* that do not reveal personal data;
	+ Prevent online discussions from going into real life;
	+ Be alert to the risks inherent in the meetings with people that we have just known from virtual environments;
	+ Do not transpose to reality, game situations;
	+ Talk to adults (parents, teachers, etc.) about embarrassing situations that can/ have already happened.