Online Safety and Digital Citizenship

- Did you know that you have established a virtual reputation? Each time you access the Internet to perform a search, communicate online, and shop, you are leaving a digital footprint or a virtual reputation. This unit will provide an introduction to online safety and digital citizenship. You will discover how to ensure your virtual reputation is reputable. Information will be revealed about the themes related to digital citizenship, digital footprints, and online safety tips.

Essential Questions:

- Who benefits from digital technology?

- What is digital citizenship and why do I need to be informed of this concept?

- How can personal information be compromised while communicating online?

- What can computer users do to ensure and maintain a safe environment while communicating online?

Module Minute

Everyone who has operated a computer-based gadget benefits from digital technology. We are living in an era where many of the devices in our homes are computer operated. Digital citizenship guides users in the rules of communicating online. This concept is important because online users need to have an understanding of how to protect personal information entered online, how to avoid infecting computers with viruses, and how to obtain information on steps to take if they are harassed online. Purchasing antivirus software, creating strong passwords, and applying protective settings will ensure safety while communicating and transacting business online.

Key Terms

Cookies - small computer text files placed in your computer by the sites you visit that collect info about your computer system and the webpages you view.

Creative Commons - the digital-era answer to copyright for those artistic creators that wish to share their works. There are various levels for which they agree to share (almost all levels include giving credit to the creator).

Digital Citizenship - the process of acting ethically and responsibly when accessing digital information as well as respecting the creative rights of the digital global community.

Digital photo manipulation - using digital technology to change the content or appearance of a photo.

File Sharing - providing access to digitally stored information/music on servers or websites.

Piracy - to illegally copy or download copyrighted material.

Tag - to add a descriptive word, label or phrase that can be placed on many things including photos and videos.

Third party - a person or company other than you and the owner of the website you visit.

In this module, you will be responsible for completing the following assignments:

- AES Education - One Unit from the Digital Citizenship Module
  Digital Literacy, Digital Communication or Online Safety (8/22 Class Assignment)

- Digital Citizenship Themes/Self-Assessment Activities

- Internet Safety Survey Assignment

- My Digital Footprint Assignment

- Digital Citizenship Magazine Assignment

- Play it S.A.F.E. Assignment

- Cyber Safety PSA Project

- Online Safety & Digital Citizenship Test

Please click on the following link and complete the assignments as indicated   https://goo.gl/bTnVHv

1.   Digital Citizenship Themes/Self-Assessment Activities - The **digital revolution** has changed the way we communicate, conduct business, and view privacy. Understanding the rules of good citizenship while utilizing technology is vital in this Age of Technology. The learning object below will provide details on the 9 themes of digital citizenship. Click on the tabs to view each theme.

Self-Assessment Activity - Test your knowledge of what you retained from the Digital Citizenship Themes lesson and sidebar resource by answering the following questions. Select the best answer choice by clicking on the oval box to indicate if the answer is true or false. Proceed by scrolling down the page. You will be able to check your answers at the conclusion of the quiz. Click on the Quiz Group link to begin. Once you complete the quiz, take a screenshot of your results. Be sure to reduce the size of your screen in order to capture the whole quiz & results.

2.   Internet Safety Survey Assignment

Now that you have been introduced to the Themes of Digital Citizenship, create a 20-question survey using a free survey program to poll at least 10 adults about their knowledge of the latest social media programs and settings to secure the images and personal information of their children.   The survey should consist of the following:

- Instructions on how to complete the survey.

- Age range of the adults polled.

- Number of computers in the home.

- Number of children in the home.

- Include a question to obtain information on the age range of the children in the home.

- Five questions on social media usage.

- Five questions on how to adjust settings on a computer to block children from accessing sites.

- Five questions on using Instagram and/or other photo sharing sites.

- Five questions on laws regarding digital technology.

Compile the results in a report. The report you compile must include.

- A cover (title) page.

- The name of the survey tool used.

- The breakdown of the adults polled (sex and age).

- The number of children in the household of the adults polled.

- Results for each question.

- The URL of the poll created.

- The final paragraph should include six to eight sentences detailing the student's perspective on
  what should be done to inform parents about Internet safety issues.

3.   My Digital Footprint Assignment

Each time you utilize the Internet to access the World Wide Web, you leave a digital footprint. The footprint provides marketers and others with information about the websites you frequent and information you have posted. Access the video below to discover more about the implications of your digital footprint. Click on this hyperlink to assess the Video

Access Tagxedo and create a word cloud using the footprint shape to showcase where you have left your digital footprint. Include the names of websites you have visited and type of information you have shared or purchased. Save the document as a .jpg image.

http://bit.ly/2PeNXSx

Word Cloud Rubric

Criteria	Level 4 10 points	Level 3 7 points	Level 2 4 points	Level 1 1 point
World Cloud Format	The student effectively used font, color, and layout to enhance the presentation.	The student somewhat effectively used font, color, and layout to enhance the presentation.	The student ineffectively used font, color, and layout to enhance the presentation.	The student did not use a footprint shape to create the word cloud and ineffectively used font, color, and layout to enhance the presentation.
Websites Visited	The word cloud includes multiple website references.	The word cloud includes at least 10 website references.	The word cloud includes at least 5 website references.	The word cloud includes less than 5 website references.
Information Shared	The word cloud includes multiple examples of information shared and/or items purchased.	The word cloud includes 8 examples of information shared and/or items purchased.	The word cloud includes 5 examples but is missing the personal information shared example or the items purchased example.	The word cloud includes no examples of personal information shared or the items purchased.
Overall Score	Level 4 7 or more	Level 3 5 or more	Level 2 3 or more	Level 1 0 or more

4.   Digital Citizenship Magazine Assignment   **Photosharing 101 -** https://goo.gl/p4gLru

 How many times have you shared photos of yourself via your cameraphone?   Many students your age share images multiple times a day. <mark>Take a couple of minutes and view the Real Life Netsmartz video titled "Your Photo Fate" **in the sidebar** to view details about a real-life scenario regarding photo sharing.</mark>

Taking photos of family members, scenes from vacation destinations, and the environment are hobbies shared by many. Your grandparents probably kept photos in a photo album and shared them with family members during holidays or family reunions. Today, many individuals take advantage of photo sharing websites available on the World Wide Web. These sites allow individuals to upload numerous photos and videos. Flickr, Photobucket, and Instagram are a few of the sites you may have accessed. Most of the sites provide users with free account access. It is important that you understand the terms of service for the photo sharing site you utilize. This lesson section will feature information about a few of the popular sites.

Flickr

Flickr was created by Ludicorp in 2004 and purchased by Yahoo in 2005. Photos and videos can be accessed from Flickr without creating an account however; if you want to upload an image, you must create an account.

The free account provides users with a limited amount of storage for photos and videos however; more space can be obtained by upgrading to a paid account.

You will need to create a Yahoo account in order to utilize Flickr. After logging in to your Yahoo account, you will be prompted to choose a Flickr screen name which will serve as your username. You will then be able to create a new account.

Flickr users can also offer their work under a Creative Commons license. For more details on the types of licenses and how to upload and share photos in Flickr, access the resources in the sidebar.

Instagram

Instagram was created by Kevin Systrom and Mike Krieger in October 2010. The program was originally designed as a photo sharing program and was available to iPhone, iPad, and iPod Touch owners. Instagram added [hashtags](#) in January 2011 to aid users in locating photographs and Instagram members. In April 2012, support was provided for Android camera phones running 2.2 Froyo and in June 2013, Instagram incorporated video sharing.

The free account provides users with a limited amount of storage for photos and videos however; more space can be obtained by upgrading to a paid account.

Creating an account requires that you download the Instagram app on your iPhone or Android device. You will need to tap the Instagram [icon](#) to open it. After you tap on the Register reference, you will be prompted to create a username and password. You will also be prompted to create a profile. After your profile has been created, click on Done to begin using the program.

For more details about Instagram, access the resource in the sidebar.

Snapchat (also known as SC or Snap) is a multimedia messaging app used globally, created by Evan Spiegel, Bobby Murphy, and Reggie Brown, former students at Stanford University, and developed by Snap Inc., originally Snapchat Inc.

One of the principal features of Snapchat is that pictures and messages are usually only available for a short time before they become inaccessible to their recipients. The app has evolved from originally focusing on person-to-person photo sharing to presently featuring users' "Stories" of 24 hours of chronological content, along with "Discover", letting brands show ad-supported short-form content.

Snapchat has become notable for representing a new, mobile-first direction for social media, and places significant emphasis on users interacting with virtual stickers and augmented reality objects. As of February 2018, Snapchat has 187 million daily active users.

Digital Citizenship Magazine Assignment

You have been hired as an advertising representative at Digital Citizenship. You have been asked to create a magazine cover for the company to feature a hot topic in the area of digital citizenship. You can use Publisher, Glogster, or other publication software to

assist you in completing the assignment. The cover must include at least one image, the title of the company, and a creative theme which will showcase your topic.

Digital Citizenship Magazine Rubric

Criteria	Level 5 5 points	Level 4 4 points	Level 3 3 points	Level 2 2 points	Level 1 1 point
Cover	The student demonstrated a high level of creativity in the deisgn of the magazine cover. The layout and design were eye catching.	The student created an visually appealing magazine cover and demonstrated signs of creativity in the layout of the cover.	Some creativity was demonstrated in the magazine design.	Little creativity was demonstrated in the magazine design. The title did not reflect the name of the magazine as required.	The assignment was not submitted.
Content	The feature topic was relevant to digital citizenship and addressed a hot topic as it relates to 21 Century technology. Subtopics were included which peaked the audience's curiosity about the topic.	The feature topic was relevant to digital citizenship and the student included subtopics that addressed digital citizenship.	The feature topic was relevant to digital citizenship but is not considered to be a hot topic that addresses 21st Century technology.	The feature topic was not relevant to digital citizenship.	The assignment was not submitted.
Graphic Elements	Several relevant images were used to showcase the digital citizenship topic.	The image reflected was relevant to digital citizenship.	The image reflected was relevant to digital citizenship but was not sized properly to enhance the visual appeal of the cover.	The image reflected was not relevant to to digital citizenship and was not visually appealing.	The assignment was not submitted.
Presentation	The magazine cover did not include any spelling and/or grammatical errors. Great use of font selections were applied to enhance the visual appeal of the cover.	The cover included 1-2 spelling and/or grammatical errors. The font used enhanced the visual appeal of the cover.	The cover included 3-4 spelling and/or grammatical errors. The font size of the headline was the same as the text on the cover.	The cover included several spelling and grammatical errors. The font size of the headline was the same as the text on the cover.	The assignment was not submitted.
Overall Score	Level 5 4 or more	Level 4 3 or more	Level 3 2 or more	Level 2 1 or more	Level 1 0 or more

Online Safety Tips

   Many of you were taught at an early age not to talk to strangers. Your parents or caregivers also shared with you tips for being safe while away from home. The digital world requires that you stay on guard while utilizing the World Wide Web to search for data, communicate, and transact business. The tips below along with the resources in the sidebar will provide you with online privacy and safety tips.

- Create a password that is at least eight characters in length to include a combination of letters, numbers, and special characters.

- Do not leave your digital devices unattended in public places.

- Keep your antivirus software up-to-date.

- Install software service packs and security patches as they become available.

- Avoid clicking on pop-up ads.

- Do not reply to spam.

- Ignore email offers that seem too good to be true.

- Read the Private Policy on websites before you submit personal information.

- Cover the webcam on your computer with a piece of tape when it is not in use.

- Install and activate anti spyware and ad-blocking software.

5.   **Play it S.A.F.E. Assignment**

(Note: You may complete assignment #5 or #6, you do not have to do both)

Create a comic strip using a comic strip software program and create a scenario that promotes computer safety. Your comic strip should include at least two characters, a background, comment clouds, and a title.

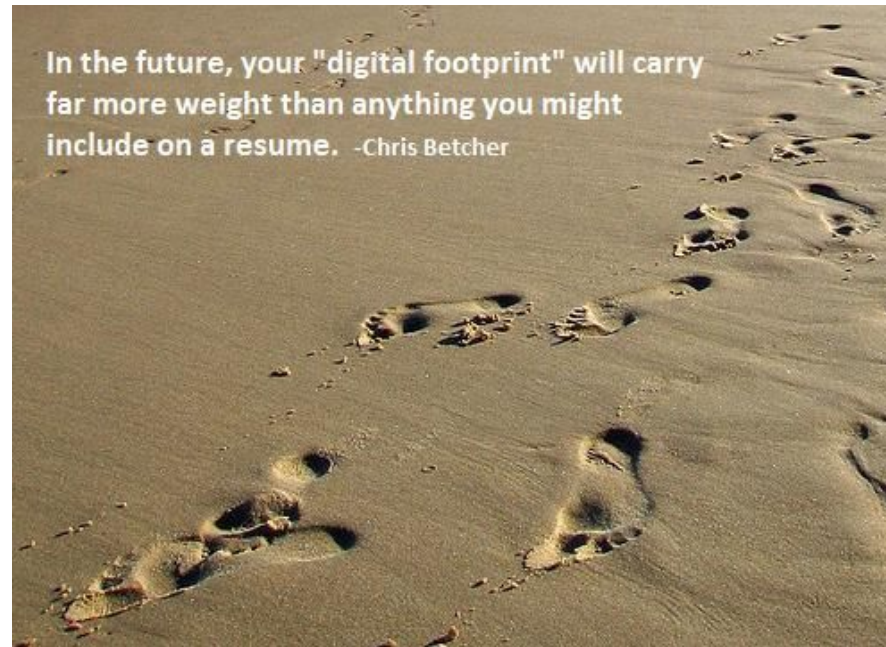If the comic strip software generates a URL, indicate the URL in a Word document submit the assignment.

If the comic strip software does not generate a URL, capture the comic strip and paste it in a Word document. If you are not sure how to capture a screen, click here for details.

6.   **Cyber Safety PSA Project**

Create a one minute public service announcement (PSA) using an avatar program such as Moovly or any other site that you may be familiar with that will provide users with tips on cyber safety. Access the Preparing a PSA resource from the Learn More section in the sidebar to assist you with this project.

Public Service Announcement Rubric

Criteria	Level 5 5 points	Level 4 4 points	Level 3 3 points	Level 2 2 points	Level 1 1 point
Information ▼	The information is accurate and reliable. The PSA includes facts and figures based on resources provided in the course.	The information is accurate and reliable and promotes the information shared in the module.	The information is mostly accurate and reliable. The student imparted personal ideas in the PSA.	The information provided is not accurate and reliable and includes the student's personal opinion.	The assignment was not submitted.
Creativity ▼	The PSA is attention grabbing, original, and highly creative.	The PSA sustains the audience's attention.	The PSA is minimally creative but holds the audience attention.	The PSA is not creative and does not grab the audience's attention.	The assignment was not submitted.
Length ▼	The length is equal to one minute.	The length of the PSA is between 50-60 seconds.	The length of the PSA is between 40-50 seconds.	The length of the PSA is below 40 seconds.	The assignment was not submitted.
Overall Score ▼	**Level 5** **5 or more**	**Level 4** **4 or more**	**Level 3** **3 or more**	**Level 2** **2 or more**	**Level 1** **0 or more**

In the future, your "digital footprint" will carry far more weight than anything you might include on a resume. -Chris Betcher

Standards

IT-IDT-10

Describe, analyze, develop and follow policies for managing ethical and legal issues in the business world and in a technology-based society.

10.1 Demonstrate positive cyber citizenry by applying industry accepted ethical practices and behaviors.

10.2 Recognize the ethical and legal issues while accessing, creating, and using digital tools and resources in order to make informed decisions.

10.3 Exercise digital citizenship as a lifelong learner.

a. Promote and model digital etiquette and responsible social technology interactions, permanence of digital footprints, online image and presence, etc.

10.4 Understand human, cultural, and societal issues related to technology and practice legal and ethical behavior.