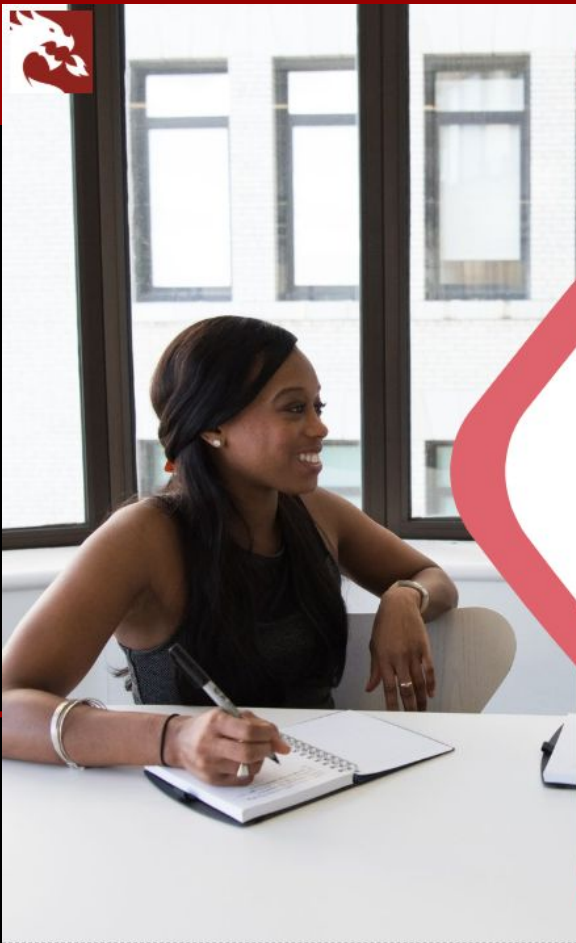


**TF 2022-23**  
**Digital Literacy Course**  
**Internet Safety & Security**  
**Introduction**



## Academic Standards



### **PA SAS – Career Education & Work Standards**

The Career Education & Work Standards address four primary areas of knowledge: Career Awareness and Preparation, Career Acquisition, Career Retention and Advancement, and Entrepreneurship.



### **CSTA**

The CSTA K-12 Computer Science Standards delineate a core set of learning objectives designed to provide the foundation for a complete computer science curriculum and its implementation at the K-12 level.



### **ISTE**

The ISTE Standards are a framework for innovation in education. These standards help educators and education leaders worldwide prepare learners to thrive in work and life.



### **Common Core (ELA, Math, etc.)**

The Common Core is a set of high-quality academic standards in mathematics and English language arts/literacy (ELA). These learning goals outline what a student should know and be able to do at the end of each grade. The standards were created to ensure that all students graduate from high school with the skills and knowledge necessary to succeed in college, career, and life, regardless of where they live.





## Course Objectives

This orientation was designed to make sure that all students can successfully use digital tools, to a minimum standard required, to interact online safely, share files securely, and work collaboratively.

### Chromebooks & Google Apps

This section will introduce you to resources, links, and other tools to help you get used to being a digital native using Chromebooks and Google Applications for Education.

### Internet Safety & Security

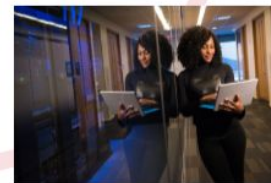
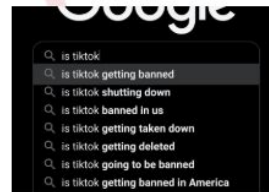
All students are required to complete this section, and submit verification of completion to gain access to the school network and other applications.

### Video Conference Basics

Students will be introduced to the applications and technology required to participate in hybrid and remote learning environments.

### Personal Professionalism

Students will review, and begin to use strategies to help present a professional image when utilizing technology. Emphasis will be placed on using communication, collaboration, and social media tools in professionally appropriate manner.



Think about it...

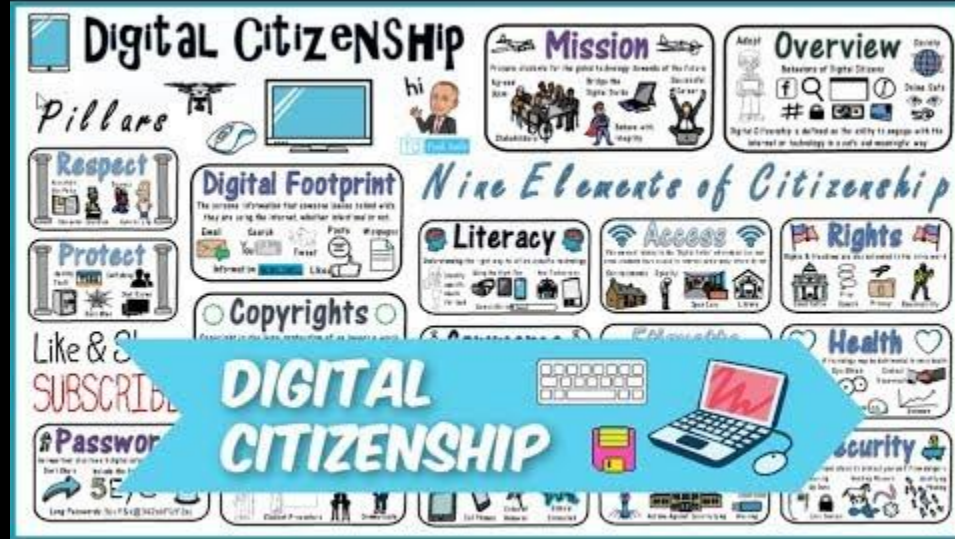
What is Digital Citizenship?

What is Digital Law?

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# Digital Citizenship Video (Youtube)



# Think about it...

What steps can you take to be a better Digital Citizen at school, at home, and in your community?

Also, what habits can you develop to keep yourself safe online?

How will you discuss these issues at home?

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Think about it...

# What is Digital Etiquette?



# Lesson 2: Digital Etiquette Intro Video





# Do People Always Follow the Rules Online?

Digital etiquette, also known as netiquette, is the basic set of rules people should follow when using the Internet.

ALWAYS...

- Make sure to always treat people with dignity and respect.
- Display good manners when communicating with others.
- Communicate clearly with what you're trying to say.
- Keep your messages short and to the point.
- Re-read messages before you send them, to make sure you're really saying what you're trying to say.



# Digital Footprint

## What is Safe to Post Online?

How Often Should You Clean Things Up?



# Think about it...

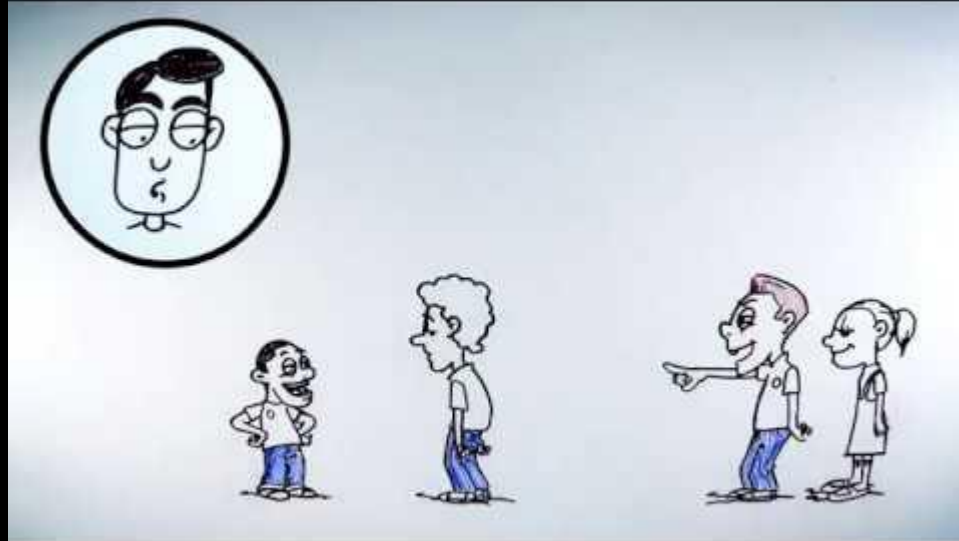
What steps can you take to protect your Digital Reputation and use proper Digital Etiquette at school, at home, and in your community?

Also, what habits can you develop to keep yourself safe online?

How will you discuss these issues at home?



# Lesson 3: CyberBullying Intro Video



# Lesson 3: CyberBullying

According to the website [stopbullying.gov](https://www.stopbullying.gov), cyberbullying is bullying that takes place using electronic technology and that can include all sorts of devices like cell phones, computers, laptops, and tablets.

Cyberbullying frequently occurs through the use of communications tools like e-mail, social networking sites like Google+, Facebook, Twitter, and Instagram.

It also occurs via text messages, chat and other websites where messages, photos, videos and fake profiles can be created.



# Bullying

Let's think about what this means and how it may be different from other bullying.

If you were being bullied in person, or on the phone, once you were at home and out of the setting where the bullying occurred, you may have felt protected or even shielded from it.

Sure, when you were at school, on the bus, at the mall or somewhere in public it may have occurred, and anyone that's been bullied can tell you that it's an awful thing to experience.



# Think about it...

Have you ever bullied someone? Have you every CyberBullied anyone?

What steps can you take to document and report CyberBullying if it happens to you?

How should you respond according to the Freire Student & Parents Handbook? What will you do when you are aware of someone else being bullied?



# Lesson 4: Computer & Network Safety Intro Video





# Computer & Network Safety

Computer & Network Safety for students includes a number of different topics. This list is not complete, but it will give you a good idea of some of the things related to your safety while online.

Some of the topics we will cover include Passwords, Malware, Spyware, Internet Hoaxes & Scams, and Copyright Infringement. We will also review Screen Effect, and Deleting and Archiving Files on your device.



# Passwords

Passwords and Encryption are getting more sophisticated every day. Simple passwords are no longer allowed on most systems, and there is security built into browsers, software, computer systems, and even the connections that are made between systems. Passwords come in all forms and types and act like gatekeepers to systems, files, and the information that is loaded on servers around the globe.

It is imperative that you understand new security terms, and why passwords should be complicated, and hard to figure out if you are going to safeguard your information.



# Malware and Spyware

You may have seen advertisements warning of the dangers of malware and spyware.

But just what are these things?

Malware, short for malicious software, is intended to harm your computer or stop it from functioning all together.

Often times when your computer is hit with malware you won't even know it's occurred.

Computer viruses are a form of malware.



# Internet Hoaxes and Scams

I'm sure you've heard all about the Internet hoaxes and scams out there.

But do you know how to go about identifying them before they cause you or your computer harm?

First of all, if something seems too good to be true, trust that it is.

You may be told that you've won a large sum of money and all you need to do is provide your bank's routing number and your account number to have it deposited for you.

Does that sound legit?

If it doesn't, don't trust it.



# Questions?

This is just a place to start!

There is a ton of information online about how to keep you, and your family, and our school safe.

Tomorrow: DATA DILEMMA and COPYRIGHTS

