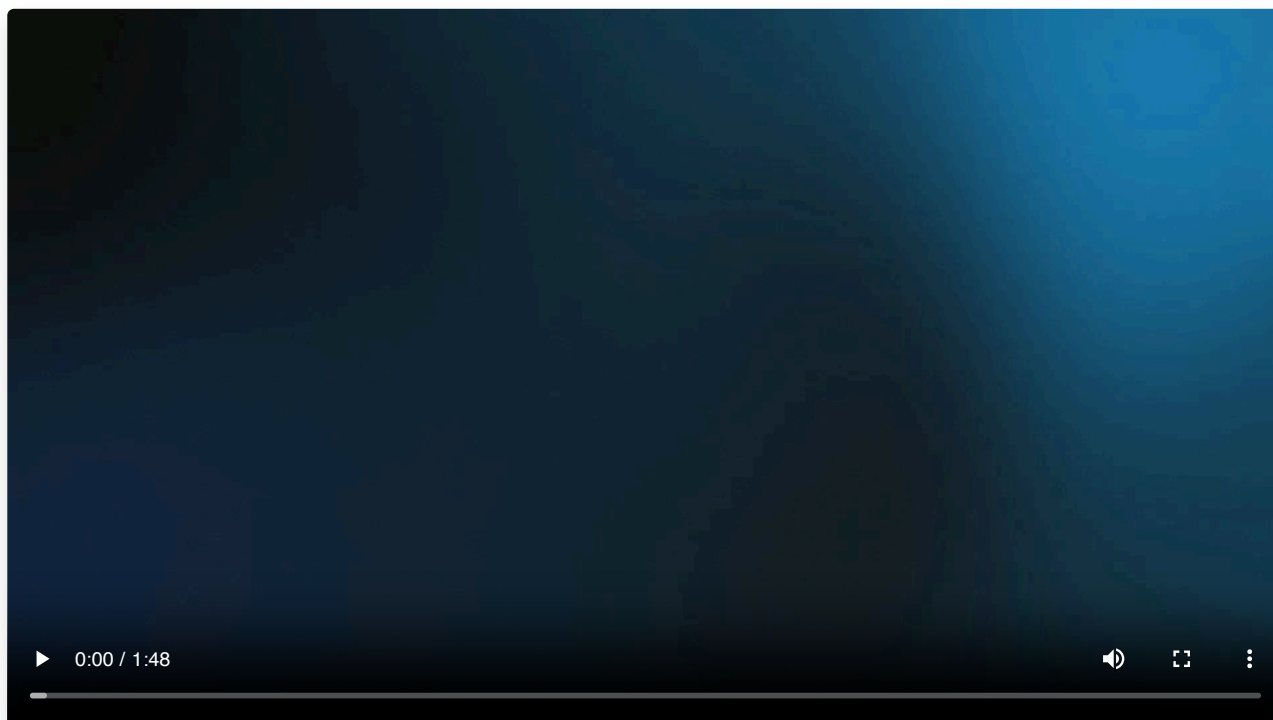


Digital Citizenship

Textbook

Digital Citizenship





What does it mean to be a good citizen in your community? A good citizen is a positive impact on their neighbors. They are responsible for their actions and treat others respectfully. They do their part to contribute to a safe and uplifting place to live.

[Digital citizenship](#) is similar. To be a good digital citizen means to have a positive impact online. They are responsible for your actions with technology and treat others respectfully in-person and virtually. They do their part to contribute to a safe and uplifting virtual environment.

Here are some suggestions to be a good [digital citizen](#).

- Protect private information for yourself and others.
- Stay safe online. Avoid suspicious websites and actions.
- Carefully manage your digital footprint.
- Respect copyright and intellectual property laws.
- Stand up to cyberbullying when you see it happen.
- Respect yourself and others in person and online.

Just as it's important to be a good citizen in your community, it's important to be a good citizen online. Your actions have a great impact on the people you interact with.

Digital Footprint



Imagine you are at the beach. It's time to go home so you come out of the water. A wide band of soft white sand is between you and your car. Imagine trying to get from the water to the car without disturbing the sand.

It's impossible. You will leave footprints behind you in the sand. You can try to wipe away the tracks as you go, but the sand will be displaced. No matter what, you will change the sand because you walked through it.

Using the internet is the same. Every time you get online, you leave a digital trail or "[footprint](#)" of what you've done. You can try to delete posts and edit interactions, but there is always a record of what you've created, deleted, and algorithms in place to predict what you will do next. Once information is placed online, it is difficult to delete. Yes, even if things are deleted they can still be traced.

Elements of your footprint can be searched or shared by ANYONE. People can look up what you have done online. [Digital footprints](#) will either **help** you or **harm** your reputation now and in the future. It's up to you to be mindful now of what your online presence looks like to others. Future opportunities can be effected by what you do online now.

Here are some tips to help have a positive digital footprint.

Google Yourself

Try googling yourself. See what comes up. Keep in mind that the things you do stick with you.

Delete or Disable Old Accounts

Are there any accounts you are no longer using? Consider deleting or disabling those accounts so that they can't be mishandled without your knowledge.

Check Privacy Settings

Be aware of the privacy settings of your accounts. This is especially important for social media accounts. Who is able to see your posts and who can comment?

Other Footprints

Be mindful of the footprints of others. Consider asking others before tagging them in a picture or including them in a comment.

The way you interact online is permanent. Taking steps now to make sure you have a positive digital footprint will help you have better opportunities in your future.

Discussion Questions: Think through the things you post online. What kinds of comments do you leave? What kinds of websites do you spend time on? What kind of digital footprint would you say you are currently leaving? What can you do to help add more positivity to your footprint?

Personally Identifiable Information (PII)

Your digital profiles (like your username and bio on different sites) and other forms of Personally Identifiable Information (PII) – such as your name, birthdate, address, or phone number that you enter online – are also key parts of this footprint.

It's really important to understand that this digital footprint is often **permanent**; even if you delete something, copies of it might still exist on servers or other people's devices, making it very difficult to erase completely.

Cyber Bullying



Some people choose to be disrespectful to others online. This is called cyberbullying. Unfortunately some people choose to cyberbully on purpose. With the introduction of online profiles, often people can leave comments and posts anonymously. Because people can post information without people knowing who did it, people tend to be more blunt, disrespectful, and rude than they would be in person.

Be mindful of the way you post or comment online. How might your words make someone feel? How might your post be misinterpreted? How can you clarify your message so it won't be accidentally hurtful to someone else? Keep in mind that your digital footprint is permanent.

The important thing to remember is that the words you write are read by real people with real emotions, hopes, and experiences. Follow the golden rule: Treat others the way you want to be treated.

Maya Angelou once said, "People may not remember exactly what you did, or what you said, but they will always remember how you made them feel."

Discussion Questions: How do you feel about interactions you have had online? What kind of footprint do you currently have? What are some ways you could be more uplifting, respectful or kind?

Giving Credit

It's important to give credit to people for the things they do. Any time we use someone's ideas or work, we must give credit to them. If we don't cite the sources, it's essentially stealing that person's work. For example, if you are using an image you found online from somewhere other than a free site, you need to state where you got it. This can be done as simply as saying "Image from [nationalgeographic.com](https://www.nationalgeographic.com)."

Giving credit for the things people do is a way to practice good [digital citizenship](#) and increases the respect others have for you.

Digital Health and Wellness



How often do you find yourself looking at a screen? We are surrounded by laptops, phones, tablets, advertisements, video games, televisions, kindles, and even watches that have screens. More and more of our time is spent looking at screens. Work, school, play, and socializing can all be done in front of a screen. How is all this screen time affecting society? How is it affecting you?

It's important to find balance in our lives. Devices can be useful, but we need to be careful of how much we use them. Here are some effects of too much screen time:

- We have shorter attention spans,
- We get uncomfortable being bored
- We don't interact in person as much—leading to rusty interpersonal skills

Sometimes we think that watching a movie, playing video games, or scrolling on social media will calm us down, but they actually activate our brains more. This means our brains don't rest like we want them to when we are looking for something calm to do. Spending the last minutes of the day away from screens helps cue our brain to wind down and relax. Which leads to better sleep and a healthier life.

Here are some suggestions to help calm our brains down as an alternative to screens.

Practice being bored. When you're bored, your creativity kicks in. Making space for boredom in your life has some real benefits. Your brain will develop better, your attention span will grow, and your creativity will increase.

Have a list of activities you enjoy. Try writing out a list of things you enjoy doing that don't involve a screen at all. Perhaps you enjoy playing a musical instrument, going for a walk, or drawing. Keep this list handy when you are tempted to fill your time with screens.

Practice Social Skills. When not looking at a screen, you also have more chances to practice being social. Practice making eye contact, engaging in conversations, and pay attention to social cues.

Unplug. Take deliberate steps to unplug at key times of the day. Try not looking at a screen during meal times, 1 hour before bed, or right when you get home from school.

Electronic devices are helpful tools! They help us accomplish a lot, but it's important to have a balanced life. Practice finding a **balance** between your digital and unplugged life.

Summary

Just as being a good citizen in your communities matters, practicing healthy and respectful [digital citizenship](#) is important. Look for ways to be more respectful online and in person. The things we do online form what is called a [digital footprint](#). This footprint stays traceable, even after posts or comments are deleted. Maintaining a positive digital footprint is a good idea. Make sure to avoid engaging in cyber bullying and to give credit for the creative works of others. With so many screens in our lives, it's important to find a balance between digital and unplugged activities. We should intentionally work to be a healthy, balanced, and respectful person online and offline.

Collaborate and Listen: Elevating Your Discussions

Working together and truly listening to each other are super important skills, not just in technology and math, but in every part of your life! When you **use appropriate collaborative techniques and active listening skills** in discussions, you help everyone learn more effectively and achieve better results. It's about more than just taking turns talking; it's about building on ideas and making sure every voice is heard.

Your Invitation: In our class, you'll have lots of opportunities to engage in academic conversations. This means when you share your thoughts, be ready to explain your reasoning, perhaps by saying, "I think [this] because [that]." When others are sharing, **listen actively** – really try to understand their point of view, even if it's different from yours. Think about how you can build on their ideas, propel the conversation forward, and support your own claims (or even polite counterclaims) with solid evidence. By doing this, you're not just participating; you're truly collaborating and elevating the learning experience for everyone!

Critical Thinking Questions

1. Imagine you see a friend being cyberbullied on a social media platform. Using the principles of both Digital Citizenship and Digital Footprint, explain two different responsible actions you could take. Why might one action be more effective or have a more lasting positive impact than another?
2. If you've spent an entire Saturday playing video games and scrolling through social media, leading to you feeling tired and less focused. Using ideas from Digital Health and Wellness, suggest a personalized plan for Sunday that would help you achieve a better balance. How might this plan also positively affect your ability to be a good digital citizen?
3. Consider a scenario where you found a cool image online for a school project and decided to use it without giving credit. How does this action violate the principles of Giving Credit? Now, connect this to your Digital Footprint and explain how such an action could potentially impact your reputation or future opportunities.

Questions (10)

1. Which of the following are ways to be a good digital citizen? Select all that apply.

SELECT MULTIPLE

Select all that apply:

- A. Protect private information for yourself and others.
- B. Stay safe online. Avoid suspicious websites and actions.
- C. Carefully manage your digital footprint.
- D. Respect copyright and intellectual property laws.
- E. Stand up to cyberbullying when you see it happen.
- F. Respect yourself and others in person and online.
- G. Spend as much time as possible online

2. True or False: When you delete something from the internet, it's no longer available for anyone to access.

MULTIPLE CHOICE

Choose the correct answer:

- A. True
- B. False

3. True or False: Just as it's important to be a good citizen in your community, it's important to be a good citizen online.

MULTIPLE CHOICE

Choose the correct answer:

- A. True
- B. False

4. Which of the following can help you to have a good digital footprint? Select all that apply.

SELECT MULTIPLE

Select all that apply:

- A. Think before you post ANYTHING online for ANY reason.
- B. Google Yourself
- C. Delete or Disable Old Accounts
- D. Check Privacy Settings
- E. Be mindful of the footprints of others.
- F. Delete posts you've made that are older than 3 years.
- G. Try to have less than 5 profiles online.

5. True or False: Looking at a phone before bed is a good way to calm down your brain.

MULTIPLE CHOICE

Choose the correct answer:

- A. True
- B. False

6. What are some methods the lesson suggested to have balance between screen time and unplugged time? Select all that apply.

SELECT MULTIPLE

Select all that apply:

- A. Practice being bored.
- B. Have a list of activities you enjoy.
- C. Practice Social Skills.
- D. Unplug.
- E. Don't own a smart watch.
- F. Limit your screen time to an hour a day.
- G. Don't use screens for recreation.

7. True or False: We should all work to have no digital footprint.

MULTIPLE CHOICE

Choose the correct answer:

- A. True
- B. False

8. True or False: It is respectful to ask for permission before tagging other people in a picture or including them in a comment.

MULTIPLE CHOICE

Choose the correct answer:

- A. True
- B. False

9. True or False: Being bored has some positive effects.

MULTIPLE CHOICE

Choose the correct answer:

- A. True
- B. False

10. True or False: Good digital citizens don't need to worry about copyright rules.

MULTIPLE CHOICE

Choose the correct answer:

- A. True
- B. False

Answer Keys & Solutions

Questions

1. Which of the following are ways to be a good digital citizen? Select all that apply.

SELECT MULTIPLE

Correct Answers:

- | | |
|---|-------------|
| A. Protect private information for yourself and others. | ✓ Correct |
| B. Stay safe online. Avoid suspicious websites and actions. | ✓ Correct |
| C. Carefully manage your digital footprint. | ✓ Correct |
| D. Respect copyright and intellectual property laws. | ✓ Correct |
| E. Stand up to cyberbullying when you see it happen. | ✓ Correct |
| F. Respect yourself and others in person and online. | ✓ Correct |
| G. Spend as much time as possible online | ✗ Incorrect |

Explanation:

Spending as much time as possible online doesn't help you become a better digital citizen.

2. True or False: When you delete something from the internet, it's no longer available for anyone to access.

MULTIPLE CHOICE

Correct Answer:

- | | |
|----------|-------------|
| A. True | ✗ Incorrect |
| B. False | ✓ Correct |

Explanation:

Even if you delete things from the internet, that activity can still be tracked.

3. True or False: Just as it's important to be a good citizen in your community, it's important to be a good citizen online.

MULTIPLE CHOICE

Correct Answer:

A. True ✓ Correct

B. False ✗ Incorrect

Explanation:

Citizenship in online communities is important as well as in physical communities.

4. Which of the following can help you to have a good digital footprint? Select all that apply.

SELECT MULTIPLE

Correct Answers:

A. Think before you post ANYTHING online for ANY reason. ✓ Correct

B. Google Yourself ✓ Correct

C. Delete or Disable Old Accounts ✓ Correct

D. Check Privacy Settings ✓ Correct

E. Be mindful of the footprints of others. ✓ Correct

F. Delete posts you've made that are older than 3 years. ✗ Incorrect

G. Try to have less than 5 profiles online. ✗ Incorrect

Explanation:

Deleting old posts and having fewer profiles don't necessarily help your digital footprint.

5. True or False: Looking at a phone before bed is a good way to calm down your brain.

MULTIPLE CHOICE

Correct Answer:

A. True ✗ Incorrect

B. False ✓ Correct

Explanation:

A phone screen is stimulating for your brain and makes it harder to fall asleep.

6. What are some methods the lesson suggested to have balance between screen time and unplugged time? Select all that apply.

SELECT MULTIPLE

Correct Answers:

- | | |
|---|-------------|
| A. Practice being bored. | ✓ Correct |
| B. Have a list of activities you enjoy. | ✓ Correct |
| C. Practice Social Skills. | ✓ Correct |
| D. Unplug. | ✓ Correct |
| E. Don't own a smart watch. | ✗ Incorrect |
| F. Limit your screen time to an hour a day. | ✗ Incorrect |
| G. Don't use screens for recreation. | ✗ Incorrect |

Explanation:

There are 4 correct answers.

7. True or False: We should all work to have no digital footprint.

MULTIPLE CHOICE

Correct Answer:

- | | |
|----------|-------------|
| A. True | ✗ Incorrect |
| B. False | ✓ Correct |

Explanation:

We should work towards having a positive digital footprint.

8. True or False: It is respectful to ask for permission before tagging other people in a picture or including them in a comment.

MULTIPLE CHOICE

Correct Answer:

A. True

✓ Correct

B. False

✗ Incorrect

Explanation:

This helps to be mindful of the digital footprint of others.

9. True or False: Being bored has some positive effects.

MULTIPLE CHOICE

Correct Answer:

A. True

✓ Correct

B. False

✗ Incorrect

Explanation:

Boredom often brings creativity

10. True or False: Good digital citizens don't need to worry about copyright rules.

MULTIPLE CHOICE

Correct Answer:

A. True

✗ Incorrect

B. False

✓ Correct

Explanation:

Good digital citizens observe copyright rules