



# Computing Department Knowledge Organiser: Year 7 Online Safety

## Stay safe online:

1. Don't post personal information online.
2. Think carefully about posting any images or videos of yourself.
3. Keep privacy settings as high as possible.
4. Keep your password safe.
5. Don't befriend people you don't know.
6. Don't meet up with people you have met online.
7. Think before you say.
8. Treat others with respect, don't be rude!
9. If you see something which makes you feel unsafe, scared or uncomfortable. Report it.

A strong password should have:

- Letters,
- Capital letters,
- Numbers,
- Symbols,
- 8 or more characters.
- No dictionary words

Who can you report inappropriate content to online?



## Key vocab

<b>File</b>	An object on a computer that stores data, information, settings, or commands used with a computer program.
<b>Folder</b>	A way to organize computer files. A folder is a storage space that many files can be placed into to group them together and organize the computer.

## Website links:

- ▶ Think you know - <https://www.thinkuknow.co.uk/>
- ▶ CEOP - <https://ceop.police.uk/>
- ▶ Childline - <https://www.childline.org.uk/>

<b>E-safety</b>	Maximizing personal safety and security risks to private information and property associated with using the internet
<b>Username</b>	Identification used by a person with access to a computer, network, or online service. (eg. 17B1...)
<b>Password</b>	A secret word, phrase, or string of characters that allows access to a computer, interface, or system.
<b>Private information</b>	Information that can be used to identify, contact or locate a person.
<b>Public information</b>	Information that has been made available for anyone to access.
<b>Inappropriate content</b>	Content that is not suitable for its setting – this could include offensive, illegal or irrelevant images or text.



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## What is Online Safety?

This can also be called 'internet safety', 'online safety' or 'e-safety safety'. Online safety is often defined as the safe and responsible use of technology. This includes the use of the internet and also other means of communication using electronic media (e.g. text messages, gaming devices, email etc.)

Issues online	Advice
<b>1. Online activity</b>	Remember that people online may not be who they say they are.
<b>2. How much personal information do you share online?</b>	Don't share personal information online including your full name, photos, addresses, school information, telephone numbers and places you like to spend time.
<b>3. How old is your password?</b>	Change your password regularly, just in case somebody guesses it and begins to access your account.
<b>4. Is your password strong enough</b>	A strong password should contain letters, numbers, symbols and a mixture of uppercase and lowercase letters
<b>5. Sending images and videos online</b>	Be very careful sending Selfies, photos or videos online. Once you have sent a picture or video on the internet, it will always be there for people to see or share.
<b>6. Online friends</b>	If a friend you have made online asks to meet you in the offline world, talk to your parents or a trusted adult about it. You should never meet up with someone you have met online without an adult going with you because it is dangerous.
<b>7. Age restrictions</b>	Did you know it is illegal to have a Social Media account if you are not 13 yet?



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## What is Cyberbullying?

Cyberbullying is bullying that takes place using electronic technology. Electronic technology includes devices and equipment such as mobile phones, computers, and tablets as well as communication tools including social networking sites, text messages, chat, and websites. Examples of cyberbullying include mean text messages or emails, rumours sent by email or posted on social networking sites, and embarrassing pictures, videos, websites, or fake profiles.

## 5 steps to take if you're being bullied online

1. **Tell an adult you trust-** Bullying can be hard to talk about but you shouldn't feel that you have to handle it alone. Talk to an adult you trust. This could be your mum or dad, your aunt, a teacher, your Form Tutor, Head of Year or Assistant Head of Year. We will support you and help you to make it stop.
2. **Talk to someone your age-** Talk to a friend or if you don't want to talk to someone you know, you can post messages and get advice on Childline's website. <https://www.childline.org.uk/>
3. **Block the bullies-** Most websites will let you block people to stop them communicating with you. Find out how on most popular sites
4. **Keep the evidence-** Keep any nasty emails, texts or web pages so you can show someone what's been going on.
5. **Report** mean videos, pictures, comments or pages to the website you've found them on. <https://www.thinkuknow.co.uk/>