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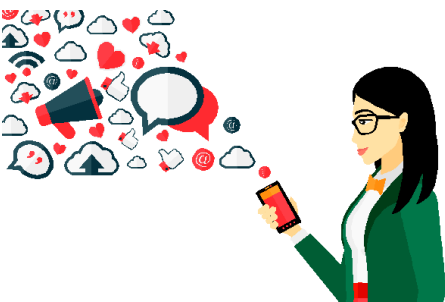
# A Guide to Online Security

## THE INTERNET

Everyone knows the golden rule is ‘treat other people as you would like them to treat you’, and this is no different on the Internet. The world online is just like the world offline, and it’s important to respect people’s feelings, and to be aware of the things that might hurt you.



## SOCIAL MEDIA



Social networking, on sites like Facebook and Twitter, is a great way for people to be able to talk to each other. However, there

are some things you should keep in mind when using them so they can stay fun for everyone:

- Only connect with people you know or are sure can be trusted
- Make sure the privacy settings are set so that people you don’t know can’t see what you post
- Never add your location to a message, post, or profile

When you post something online, you need to remember that lots of people are going to see it. Even if you change your mind afterwards, things can stay on the Internet for a long time. Before you post it, you should think about whether or not you’ll change your mind about people seeing it. Imagine a parent or a teacher was standing behind you and could see what you were posting or doing online – would you be ok with them seeing it? If not, you probably shouldn’t do it.

## CYBERBULLYING

When many people think of what bullying is, they think about the physical forms it might take, but, as the Internet gets bigger and bigger, and all kinds of things can be done online, people have also started using it to bully others in different ways.

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Cyber bullying is when someone bullies you online, by sending you hurtful emails or messages, or by writing mean things about you on sites like Facebook. Most websites will have an option to let you block users or messages, and you can use these to stop seeing things that a certain person posts or to stop them from being able to send you messages or see and comment on what you post.

Many sites also have a 'report' button that you can use to have the comments removed.

Like all bullying, cyber bullying can be very upsetting. However, you shouldn't react back to someone when you're angry, as it might get you into trouble too. It's much better if you tell an adult what's happening, so they can try and help you, rather than try and sort it out by getting angry or being mean back when someone is being mean to you.

If you see someone else being bullied online, you can use these methods to help them too.

## CYBERCRIME



Cybercriminals will use all sorts of online places to try and trick you into downloading or clicking something that could spy on you, steal your information, or take over your computer. This could be on social networks like Facebook, search engines like Google, or even adverts. Here are some tips to help you learn how to recognise and avoid them:

- Stick to well-known websites, and ask your parents or another adult before going on any you're not sure are safe.
- Be wary of emails or message with offers or promises that seem too good to be true, even if they say they're from someone you know, and especially if they're from someone you don't.
- Don't give out details about yourself online, particularly things like where you live or your phone number. If you must give details, try to give as few as you can, and check with a parent before submitting them.
- Get permission from your parents when it comes to downloading, or buying things, or setting up an account on a website

As always when you're online, ask your parents or another adult if you have any questions, and if you think you might have done something wrong, tell them straight away.

## STAYING SAFE



Whether it's on a phone, tablet, or on a computer, it's important that you make sure you're doing what you can to stay safe online.

No matter where you go on the Internet, if you have questions about things you see, or you see something that upsets you or you didn't expect, you should ask your parents or another responsible adult.

This guide has been compiled by Cardwave.

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