

# Your Digital Footprint

Your digital footprint is the record or trail left by the things you do online. That includes social media activity, personal websites, online subscriptions, any photo galleries and video that person has uploaded—essentially, anything on the Internet with your name.



## SHOW YOUR BEST SIDE AND WHAT YOU CARE ABOUT IN THE WORLD!

Be deliberate in what you share and think about how it would appear to friends, family, and your school community.

- Post positive comments and pictures.
- Comment on articles and blog covering topics important to you.
- Share thoughts about your favorite shows and causes.
- Comment on the videos that inspire and teach you.
- Apply the golden rule. Treat others with respect.

Excerpts taken from <https://www.smores.com/6pbw-what-s-your-digital-footprint>

## TIPS FOR MANAGING YOUR DIGITAL FOOTPRINT

Whether at school or away from school, whether talking to friends, family, or school staff, what you say, becomes a part of your online profile. If it is digital (even if it is private) it is possible that your words, images, and videos will become a part of your online footprint.

1. **Use privacy settings** and keep track of updates to privacy settings on site you use.
2. **Keep a list of all accounts** and delete the ones you no longer use.
3. **Only share what you would want everyone in your community to know.** Self reflect before you self reveal. This includes usernames, passwords, last names, pictures, addresses, and any other important information.
4. **Protect your password.** Use strong passwords that safeguard your digital data. Share only with your parent or guardian.
5. **Sending is like publishing forever.** Every time you send a message, post a picture, comment or like, it is out there for anyone to repost, copy or send to someone else. And the Internet never forgets.
6. **There is another side to your digital footprint, too**—it's not always information that you choose to make public. Remember: even with privacy controls, Facebook still records and uses every bit of information it gets to better determine it's users marketing demographics. Google does the same with search and browsing habits. If a student is logged into their Google account, the service tracks every keyword they search, every Web page they visit and every time they visit YouTube.

Excerpts taken from: <http://www.teachthought.com/technology/11-tips-for-students-to-manage-their-digital-footprints/>

## HOW WILL YOU RESPECT OTHER PEOPLE'S PRIVACY?

- Your actions can shape another's digital footprint. Check first with the person before you post their information or picture.
- Digital citizenship is the responsibility of everyone that goes online.

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# Take the Quiz

## 1. Your digital footprint:

- A. Isn't as important as what the people who know you in real life think about you.
- B. Something you should be aware of and make positive efforts to control.
- C. Doesn't matter because the Internet changes too often for anything to stick for a long time.
- D. Not too important because everybody's got something embarrassing online.

## 2. If you find something in your digital footprint that is unflattering, you should:

- A. Not worry about it.
- B. Go to a trusted adult and together attempt to fix it, such as untagging a photo or deleting an account.
- C. Post something unflattering about someone else.
- D. Never go online again.

## 3. It is important to respect my friends' digital footprint because:

- A. Digital citizenship is the responsibility of everyone who goes online.
- B. My actions can affect their digital footprint.
- C. I want my friends to treat my digital footprint with the same respect.
- D. All of these answers are correct.

## 4. You are angry with a friend and want to post your feelings online. What should you do?

- A. Post how you feel, but don't use any names.
- B. Post how you feel, but make sure what you have posted is the truth.
- C. Don't post but ask another friend to post something about why you are angry.
- D. None of these answers are correct.

## 5. The advertising you see online is:

- A. Something you should ignore.
- B. Sometimes the result of corporations tracking your online activities.
- C. Connected to your online activities if you shop online using a credit card.
- D. All if these are correct.

### ANSWERS

1. B, 2. B, 3. D, 4. D, 5. D

Taken from <http://www.proprofs.com/quiz-school/story.php?title=your-digital-footprint&id=286994>

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