



Digital Footprint & Security

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What's offered?

- Awareness and Prevention Workshops and Presentations
- Gaming/Gambling Assessments & Brief Counselling
- Treatment referrals for problem tech use/gambling
- Access to information about gaming/gambling
- Community supports and services
- Online tools and resources
- Staff and community engagement
- Networking and partnership development opportunities




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Agenda

- What is cyber-citizenship?
- How to be a good cybercitizen
- What is a digital footprint and how is it tracked?
- Third party apps, VPNs, and protecting your devices
- Social media
- Cleaning up your footprint
- Hacking and what to do



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What Is A Good Cybercizen?

A good digital/cybercizen has responsible online social skills and participates in online community life in an ethical and respectful way.

- **Lawful:** Does not hack, illegally download or use other people's work, or cause harm to some else's identity.
- Protects personal privacy and the privacy of others.
- Knows rights and responsibilities when using digital media.
- Thoughtful of how personal online activities affects the self and others.



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Tips for being a good cybercizen

1. **Post Mindfully:** The Internet has no delete key.

- Even if you think it is deleted everything posted online is permanent and can stay there forever.
- Others can make copies of your posts and share without your consent.
- Don't say anything online that you wouldn't say to someone that is standing in front of you.
- Once you post a comment you can't take back a regretful remark that you made.
- Many posts can negatively affect future relationships or job prospects.
- Treat others the way you want to be treated when online. Stay respectful, positive and polite.



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2. **Respect the Rules:** Be sure you follow the rules and guidelines of each site that you use.

3. **Keep Personal Information Private:** Stay safe and do not share your phone number, address or any contact information online.

4. **Property Rights:** Do not steal or use someone else's work, image, or video without permission or acknowledgment.



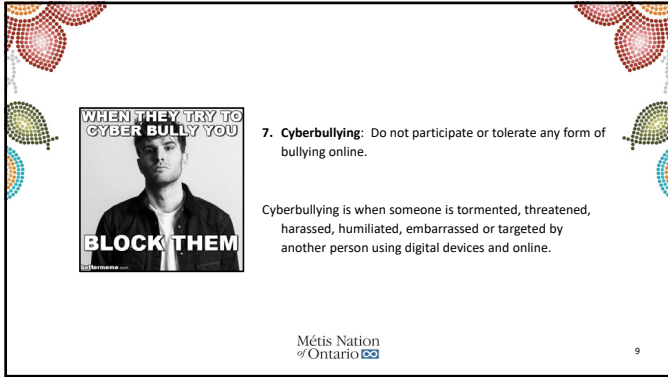
Image: Public Domain; needpix.com

5. **Fake News:** Don't believe everything you read or see online.


5. The internet can be used for manipulation
6. Fact Check before sharing posts to ensure accuracy.
7. Be sure you check facts when you press a like on images as well else you might be spreading propaganda.

6. **Be Socially Conscious:** Manage your social media profile and online reputation so you are not misrepresenting yourself.





WHEN THEY TRY TO CYBER BULLY YOU



BLOCK THEM

7. Cyberbullying: Do not participate or tolerate any form of bullying online.

Cyberbullying is when someone is tormented, threatened, harassed, humiliated, embarrassed or targeted by another person using digital devices and online.

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8. Report: Harmful online behaviour can negatively affect you or someone else.

- Report abuse or dangerous activity to the site's administrators, a parent, another trustworthy adult, or authorities

9. Knowledge: Share good online etiquette and safety tips with others.

10. Create Your Own Good Digital Footprint online

I believe in free speech. I also believe in mute, block, delete.


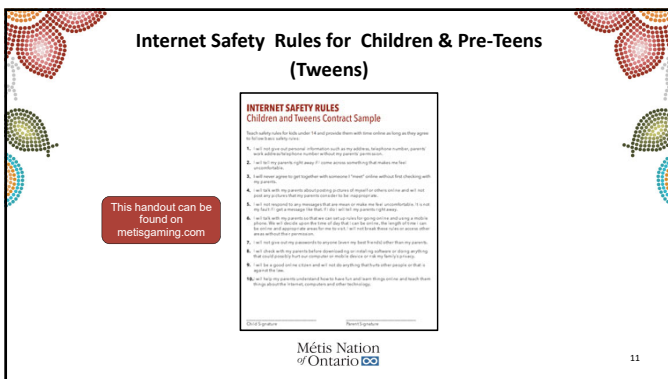


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Internet Safety Rules for Children & Pre-Teens (Tweens)

This handout can be found on metisgaming.com

INTERNET SAFETY RULES
Children and Tweens Contract Sample

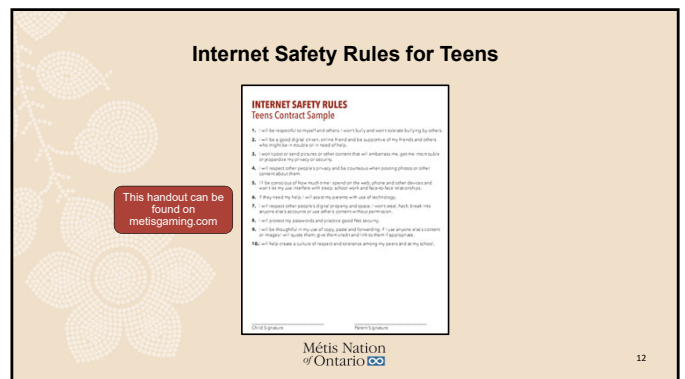
These safety rules for kids under 14 are provided them to use online or being on their own devices in public.

1. Do not give out personal information such as my address, telephone number, parent's name, date of birth, or other information unless I am asked to give it.
2. Do not give my parents' right away if someone asks me for it.
3. Do not meet anyone to get together with someone I "know" online without first checking with my parents.
4. Do not talk with my parents about anything unless I report an online crime and will not tell my parents anything unless I am asked to.
5. Do not use my computer for any illegal activity. Do not use my computer to do anything that I would not do in person.
6. Do not use my computer to do anything that is illegal, such as downloading music or software without my parents' permission.
7. Do not give out my e-mail address to anyone unless my parents have given me permission.
8. Do not give out my e-mail address to anyone unless my parents have given me permission.
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11. Do not give out my e-mail address to anyone unless my parents have given me permission.
12. Do not give out my e-mail address to anyone unless my parents have given me permission.
13. Do not give out my e-mail address to anyone unless my parents have given me permission.
14. Do not give out my e-mail address to anyone unless my parents have given me permission.
15. Do not give out my e-mail address to anyone unless my parents have given me permission.

Child's Name: _____ Parent's Name: _____

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Internet Safety Rules for Teens

This handout can be found on metisgaming.com

INTERNET SAFETY RULES
Teens Contract Sample

1. I will be respectful and others' privacy and not harass or bully anyone.
2. I will be respectful of other users' time and the support of my friends and others.
3. I will not use my computer to do anything that is illegal, such as downloading music or software without my parents' permission.
4. I will not use my computer to do anything that is illegal, such as downloading music or software without my parents' permission.
5. I will not use my computer to do anything that is illegal, such as downloading music or software without my parents' permission.
6. I will not use my computer to do anything that is illegal, such as downloading music or software without my parents' permission.
7. I will not use my computer to do anything that is illegal, such as downloading music or software without my parents' permission.
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12. I will not use my computer to do anything that is illegal, such as downloading music or software without my parents' permission.
13. I will not use my computer to do anything that is illegal, such as downloading music or software without my parents' permission.
14. I will not use my computer to do anything that is illegal, such as downloading music or software without my parents' permission.
15. I will not use my computer to do anything that is illegal, such as downloading music or software without my parents' permission.

Child's Name: _____ Parent's Name: _____

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Have you ever tried googling yourself?

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Digital Footprint

Your digital footprint is your online identity and reputation.

It leaves a trail of data that you create when using the Internet and reveals a lot about your online activity.



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What Is Your Digital Footprint?

- Posts, likes, shares, and comments on social media
- Emails
- Text messages
- Online photos & comments
- Your personal information:
 - ❖ Address
 - ❖ Phone Number
 - ❖ Email
 - ❖ Birthday



AND MUCH MORE....

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Your digital footprint can be tracked by everything you do online.

- **Search engines:** simple searches, visiting websites and online shopping
- **Social media:** comments and posts on social media, skype/zoom/facetime calls, apps, and emails
- **Search history:** saved sites, cookies, log-in information
- **Personal and banking information** that you share with other online services
- **Blogs and social media updates**
- **IP address location:** when you visit a website, servers can log and identify your internet service provider and your approximate physical location.

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Third Party Apps: Granting Access

Third party apps get your permission when you click on ads, social media games or quizzes, or download external software, music or video files.

When you click on things online you are giving access to your account and all information including:

- Your device
- Your birthday
- Your contact information
- Relationship status
- Types of media you like
- Political views
- Access to your contacts, friends or followers



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Limit The Risk

- Set all accounts to highest / advanced privacy settings.
- When downloading apps use those from google play or apple appstore. These are vetted for malware.
- Avoid downloading free apps or software from unknown sources. Remember free is not really free.
- Do not play free games or take quizzes available on social media sites.




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Cybersecurity – Protecting Your Devices

Simple Safeguards:

- Use anti-virus protection and keep it updated.
- Use a malware removal tool (like Malware Bytes)
- Use secured Internet Connections.
- Limit Downloads.
- Use a strong passwords and change them often.
- Do not save log-in/username and passwords.
- Do not share your personal information, relationship status, any address, or contact info online.
- Practice Safe Browsing
- Use a VPN (Virtual Private Network) to access the Internet




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Virtual Private Network (Vpn)

- A VPN creates a tunnel between you and the internet.
 - ✦ Prevents eavesdroppers from getting your information or tracking your online activity.
- VPN services are available online. It is better to sign up for a paid service if you can. Although there are some free VPN service nothing online is 'free' as your data from free VPN providers might still be used or sold to third parties.




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Cookies And Ads


Online vendors and product review sites often leave cookies in your system.

Those cookies can track your movement from site-to-site. This allows targeted ads to be sent to you.



Suggestions:

- Search in your browser for step-by-step instructions and do the following:
- Turn on the pop-up blocker
- Disable and delete cookies
- Enable the 'delete history upon exit'
- Search online in private or anonymous mode

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Social Media: Lock It Down

Every Tweet, retweet, share, like, and comment (even private ones) leave a record.

Suggestions:

- Use Privacy settings and lock down your accounts.
- Restrict your posts to 'friends only'.
- Limit your past posts by hiding or deleting them.
- Disallow anyone from viewing your email or phone # provided.
- Remove your profile from search engines.
- Change your password regularly and use strong ones
- Allow multi-factor authentication when possible
- Read updates from social media sites and double check your privacy settings are not compromised or changed.



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Factsheet - Social Media Security

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SOCIAL MEDIA SECURITY**


Every time you connect to a website, you leave a digital footprint. This footprint can be used to track your online activity and identify you. To protect your privacy and security, you should take steps to secure your social media accounts.

Checklist:

- Use strong, unique passwords
- Enable two-factor authentication
- Review your privacy settings
- Review your account information
- Review your account recovery information
- Review your account security settings
- Review your account sharing settings
- Review your account sharing settings
- Review your account sharing settings

Checklist:

- Review your account information
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Cleaning-Up Your Footprint

SEARCH ENGINES:

- Enter your name in various search engines. Review the pages of results. If there is anything that comes up that you don't like or want about you online contact the website administrator to take it down.

DOUBLE-CHECK YOUR PRIVACY SETTINGS:

- Be sure that images or videos that you post on social media are private and that others cannot share them without your permission. If someone has done this and you don't want it shared to the public contact that person and ask them to remove it.

MOBILE USE REVIEW:

- Use a password or lock pattern on your mobile devices so it cannot easily be accessed by other people. Review the apps that you have, privacy and sharing settings. Apps that you do not use should be deleted.

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Increasing Your Anonymity

- Do not share your passwords with anyone.
- Consider using an avatar or graphic, instead your own image, as a profile photo
- Utilize privacy settings like controlling who can look you up or view your profiles
- Don't give too much information with your updates and be aware of what you post, blog and say. Example:
 - ❖ Do not announce that you are away from your home or on vacation.
 - ❖ Do not announce that you are alone at home.
 - ❖ Do not post anything with your address





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Go Anonymous



A handout with instructions can be found on metisgaming.com

Keep yourself private and use in-private or anonymous online browsing.

In this mode the webpages and files that you open or download are not recorded in your browsing or history.


- ❖ Internet Explorer: InPrivate Browsing
- ❖ Google Chrome: Incognito Mode
- ❖ Firefox & Opera: Private Browsing


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Common Signs Of Hacking

- You get a ransomware or bribing message
- Unwanted toolbars or browsers appear
- Your internet searched are being redirected to site you did not click on
- Popups are more frequent and random
- Your password is not working
- Software installs are in your device that were not there before
- Your friends are getting social media invitations from you but you did not send them
- Online account money is missing
- Your mouse moves between programs and makes selections on its own




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Immediate Steps To Take

- Change all Passwords on your devices, email, social media and subscription and shopping sites (like Amazon, Paypal, Rakuten, Honey etc.)
- Run a security scan your device(s) for viruses and malware.
- Review all of your banking accounts and check the account activity.
 - If there is unauthorized purchases immediately report this to your financial institution.
- Contact the authorities if you fear that identity theft has happened.
- If you have been hacked consider reinstalling your operating system, wipe the hard drive clean and retrieve your back up files.
 - Use an IT professional or someone savvy that you trust. You do not want to transfer damage files back into a clean device or accidentally lose your information

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Information And Contact

For more information, for assistance to present or book workshop in your community, or for a gaming, online use, or gambling assessment, please contact our confidential specialised Gaming-Gambling Awareness Program (G-GAP) staff:

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Gaming-Gambling Awareness Program

Email: ggap@metisnation.org

www.metisgaming.com

www.metisnation.org

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