

## Password Reminders!

There are a few things to remember when you create a password for any online account. The key is to make a password that is easy to remember but hard to guess! Here are some tips:

- Create a designer password – Choose two words that you can connect in a special way. For example; if your favorite candy is a hershey bar and your favorite movie is Austin Powers your password is "hersheypowers". Easy to remember but hard to guess!
- Use a different password for each online account. You can use your designer password and add something that stands for the website account. For example; for your Gmail account your password might be "hersheypowers".
- If you have shared your password with a friend that is one too many, especially when friends get into fights. If your friends have your password and your secrets they can use them to hurt you online.
- Don't click "save my login and password" when using a computer someone can access other than your parents.
- Finally, the only ones to have your password should be your parents.

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## Netiquette

We all know how to be polite off line but how do we do this online? This is called netiquette. Here a few netiquette rules to remember when you're online:

- **Treat others with respect online**- don't make fun of them, be rude to them or hurt them intentionally.
- **Don't use someone's password or account without their permission.**
- **If others are being mean to someone don't join in** – either get offline or ignore them. You don't have to lecture them but you don't have to help them either.
- **Let an adult know if someone is being cyberbullied** – it's not tattling- it's helping others!
- **Thinkb4uClick!** – Before you send or post something ask yourself these questions:
  - Is it what you wanted to say?
  - Is it clear?
  - Is it being sent to the right person?
  - Will you regret sending it later?
  - Are you sure?

## When to Get Help Online

- If someone is being mean to you or has threatened you or someone you care about, you have to tell a trusted adult right away, even if you are not sure if they are serious. Print out the messages and save a copy if you can on your computer. To do not respond to the cyberbully – remember Stop-Block-Tell!
- If someone is threatening to hack you, has stolen your accounts without your permission, let a trusted adult know ASAP!

## Reporting Abuse Online

It's really important to report it when things go wrong online. When you create an online account the first thing you should check is for a reporting button. For example; if you use AIM you should know about the "notify AOL" button to report anyone who sends you a mean, inappropriate message, or won't leave you alone.