

Key Vocabulary	
<b>attachment</b>	This is a file you attach to your email, e.g. a document or image. These can be attached from your computer or from an online cloud storage device.
<b>bias</b>	Being influenced by or showing favour towards an opinion or person.
<b>copyright</b>	A law that prevents people from copying the creative work of others without their permission.
<b>fake news</b>	Inaccurate or false reports of events that are shared online.
<b>filter</b>	A tool on a digital device that allows a user to change the appearance of an image.
<b>hyperlink</b>	Text, images, buttons or moving images that are used to move from web page to web page or document to document. They can even move from one place to another in the same document. A <b>hyperlink</b> can be underlined.
<b>plagiarism</b>	Copying another person's work or ideas and pretending that they are your own.
<b>phishing</b>	A person or group of people who try to scam you by sending emails or creating web pages that look real. It is a cyber-attack where cyber-criminals try to gain sensitive information from you by pretending to be someone you would normally trust.
<b>spam</b>	A slang term that describes junk emails sent to thousands of people without their consent. They are sent from unwelcome senders who want to trick you, for example they may wish to scam you by trying to sell you something that isn't real.

If you see something online that upsets you or makes you feel uncomfortable, you should:

**REPORT** - Report via the online site that you experienced it on. Tell a trusted adult about it and ask for help.

**SAVE** - Keep evidence; take screenshots.

**BLOCK** - Block the person or group of people responsible.

Don't keep it to yourself. People want to help you.

## Copyright and Ownership

When copycats reproduce someone else's work or ideas, this means that:

- the original creator doesn't get recognition;
- the **plagiariser** might earn recognition or even money from **plagiarised** work;
- it is the same as cheating or lying;
- it is stealing, especially if someone makes money from it.

Some work is protected under **copyright** law therefore it is also protected from **plagiarism**. Remember to give credit to the original creator when using someone else's work.

Disclaimer: Children should be shown how to use the Internet safely and responsibly. Children should be consistently reminded of the SMART rules for online safety. Devices should be used in a public area with screens visible at all times.

## Fake News

Fake news is usually created to grab people's attention.

### Top tips for spotting fake news:

- If it sounds too amazing or too shocking to be true - it probably isn't true.
- Consider whether the story has been featured on a main news channel or in another trusted source.
- Check the facts on a trusted website.
- Look at who is producing the story.



## Fake Photos

Not all photos you see online are real.

Photo editing software is often used to create fun, interesting pictures that we wouldn't be able to see without this amazing technology.

Sometimes, however, we might not realise that the photos we are looking at have been edited.

It is important to remember, lots of social media apps allow you to edit photos or add **filters** before posting them online.

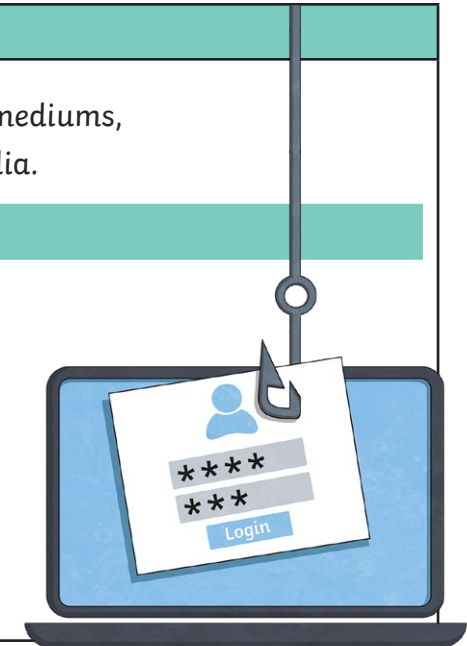


## Phishing

**Phishing** can take place through different mediums, such as emails, text messages or social media.

### Top tips for spotting phishing:

- Check who the sender is.
- Look out for incorrect spelling and punctuation.
- Think, is the offer too good to be true?
- Hover over a **hyperlink** before clicking on it to check if it is genuine.
- Check before opening an **attachment**.



## Spam Emails

A **spam** email will often look like it is from a company you trust. They may contain **attachments** or **hyperlinks** that, when clicked on, cause more **spam** emails to be sent or a computer virus to be downloaded.

### How to spot a spam or fake email:

- It will look strange or have a long email address.
- The subject may say that you have won something.
- Links may be included that ask you to fill in personal information or to download something.

