SMARTPHONE EDUCATION

Sheet
"Decalogue on Digital Safety"

Istructions for a higher level of safety

✓ Choose a secure **password**. Use a combination of at least six numbers, letters and punctuation marks (such as "!" and "&"). The password should be different from other passwords you use on the Internet.

✓ Change your passwords regularly, especially if you see a message asking you to do so. During the automatic safety controls, sometimes Instagram retrieves information access that have been stolen from other sites. If Instagram detects that your password may have been stolen, changing the password on Instagram and other sites helps you to protect your account and to prevent the attack from hackers in the future.

✓ Never reveal your password to someone you do not know and you do not trust in.

✓ Ensure that your email account is protected. People who can read your e-mail may also be able to access to your account.

✓ Log Out from the social media when you use a computer or a smartphone you share with other people. Do not check the "Remember me" box when you log in from a public computer, since your access will be maintained even when you close the browser window.

✓ Customize the privacy settings of the social media you use.

✓ In some occasions it may be useful to select from anonymous or private browsing mode in order to protect banking information for payment or personal information, such as log-in details to social media, whenever the computer is used by several persons or subject to greater risk of theft.

✓ Make sure you know if your account is public or private and how contents will be disseminated.

✓ Turn off the geo-location function of your smartphone if you do not want others to know where you are.

Appropriate behaviors

✓ If someone shares photos or videos that make you feel uncomfortable, you can unfollow or block the person who has done it. You can also report inappropriate content directly from the application if you believe it violates its principles.

✓ Make sure you do not have problems if photos and videos you share show who you are to a large audience, which includes for example your parents, teachers or (future possible) employers.

✓ Think carefully before authorizing third-party applications.

✓ Never agree to do or share something that makes you feel uncomfortable.

✓ If you are being bullied, ask for help from a family member or a trusted teacher. You can also remove a comment from a picture that you shared and report acts of bullying and intimidations in the social media Help Center.

✓ Ask permission before posting photos with other people.